



## LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

### **Position: Surveillance Operator - Gaming Commission**

(2) - Full Time, Regular Position – Shift to be determined by department.

**Summary:** Responsible for maintaining close and continuous surveillance of the gaming facility (via CCTV) to protect life, security, assets, integrity, reputation, and the property while ensuring compliance with all gaming rules. Identifies and reports issues regarding the operations of any and all departments within the gaming enterprise.

#### **Employment Qualifications: Minimum Necessary Qualifications -**

- High School Diploma or GED; and
- Work experience of one (1) or more years in a gaming environment or one (1) or more years in a surveillance role; and
- Working knowledge of MS Office software, computers, and office equipment; and
- Superior performance in the selection process as determined at the sole discretion of the LRBOI Hiring Manager, including but not limited to all of the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy (if applicable).

**Indian Preference applies in accordance with Ordinance #15-600-02**

**Pay Grade:** NE8

**Hiring Wage:** \$15.75+ – Commensurate with Verified Qualifications

**Background Check:** Extensive

**Status:** Non-Exempt Hourly/Bi-weekly Pay

#### **Application Instructions:**

Obtain an application form and a copy of the position description by looking on website [lrboi-nsn.gov](http://lrboi-nsn.gov) under the "Employment" heading or contacting Human Resources at:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

phone: (231) 398-6859; Email: [aliciagoff@lrboi-nsn.gov](mailto:aliciagoff@lrboi-nsn.gov).

To apply please submit **required documents** as listed: **completed LRBOI application, cover letter, resume, copy front/back of Driver License and copy front and back of Tribal ID (if applicable)**; to:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Email: [apply@lrboi-nsn.gov](mailto:apply@lrboi-nsn.gov). Fax: 231-331-1233

**Incomplete submissions will not be accepted.**

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes superior performance in the selection process, including but not limited to all of the following; any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background

investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy, shall maintain that standard throughout employment in accordance with the provisions of the Gaming Commission Employment Background Investigation Policy, and successfully completing a ninety (90) day introductory period.

Must be able to meet the standards for employment in accordance with the Gaming Commission Employee Background Investigation Policy and shall maintain that standard throughout employment.

***For further information, please contact the LRBOI HR Department.***

**Posted: 06-26-2023**

**Removed: 07-10-2023**