

WILDHORSE RESORT CASINO

JOB DESCRIPTION

JOB TITLE: CAGE CASHIER
DIVISION: Finance
DEPARTMENT: Cage
SUPERVISOR'S TITLE: Cage Shift Supervisor
SALARY RANGE: \$10.00- \$13.00

JOB SUMMARY

Responsible for providing cash service needs of the guest, while ensuring accuracy of documentation and cash/chip flow for designated banks.

ESSENTIAL JOB FUNCTIONS:

1. Ensure customer satisfaction, casino play and return visits by providing prompt, efficient and friendly service.
2. Service guest needs accordingly - providing change, cashing tickets, etc.
3. Accurately verify and exchange chips, slot tickets and cash with guest and employees.
4. Verify slot ticket on computer data system.
5. Assist guests with completion of credit card prior to any transactions.
6. Prepares cash count sheet.
7. Verify all funds received from or given to the vault.
8. Verify jackpot wins and process as outlined.
9. Flexible and able to adapt to operation changes, schedule, job assignment, procedures, etc.
10. When working the employee window, issue keys according to key policy.
11. Comply with regulatory laws, employee handbook, department policy and procedures, safety codes, etc. at all times.
12. Promotes a clean, safe and healthy work environment for employees and guest. Promptly reports all concerns to Supervisor.
13. Ensure that operation of equipment, tools and materials are handled in a safe manner.
14. Participate and attend designated meetings, training and activities as directed.
15. Promote internal guest service standards through courteous and respectful behavior
16. Other related duties as assigned by Supervisor or Cage Manager.

SIGNATORY ABILITY:

1. Designated Cage form
2. Keys to Cage Cashier drawer
3. Key Log and key distribution to authorized users.
4. Request for fills and credits
5. Slot paper inventory and issue

ACCESS TO SENSITIVE AREAS:

1. Cage

MINIMUM QUALIFICATIONS:

1. Minimum six (6) months cashier experience, preferably with a guest service focus.
2. Detail oriented and good with numbers and money.
3. Physically fit - able to stand for long periods of time in a smoke filled noisy environment; able to perform repetitive motions with wrists, hands and fingers and able to lift and maneuver up to 25lbs.
4. Effective communication skills - verbally able to provide instruction, respond to questions, and have exceptional interpersonal skills and abilities.
5. Exhibits a professional, positive demeanor and appearance.
6. Requires a High Security Gaming License clearance and must be at least 21 years of age.

PREFERRED QUALIFICATIONS:

1. One (1) year of cashier experience in a casino environment.
2. High School Diploma/GED.
3. Prefer 10 key ability.