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# LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS

## HUMAN RESOURCES

P.O. Box 129, N5384 US 45 Watersmeet, MI 49969  
Phone: 906-358-4226 Fax: 906-358-4913



**POSTED: January 3<sup>rd</sup>, 2025**

**DEADLINE: January 17<sup>th</sup>, 2025**

**POSITION:** Surveillance Observer  
**DEPARTMENT:** Surveillance  
**SUPERVISOR:** Surveillance Supervisor/Manager  
**LOCATION:** Resort  
**EMPLOYMENT:** Full Time/Part Time  
**PAY RATE:** \$16.00 - \$23.00 per hour D.O.E.

### **DESCRIPTION:**

To watch, protect, the handling and use of gaming cash and/or gaming revenue used in the operation of Class II and III gaming. This includes cash deposited or withdrawn from the gaming operations cage or vault, in its kiosk's, atm's, gaming machine/system bill acceptors, drop boxes, change boxes, tip boxes or other locations, containers, and devices used to store or retrieve cash used for the conduct of Class II and Class III games or accounted for as a cash asset of the gaming operation.<sup>1</sup>

Utilize Surveillance equipment to observe the operations of the Resort and Casino and its personnel to ensure the safety of everyone and ensure all Gaming and Casino and Resort policies and procedures are followed. Observe inconsistencies, to document and log reports to proper personnel without opinion or prejudice while understanding the confidentiality of sensitive information.<sup>2</sup>

### **RESPONSIBILITIES:**

- Provide excellent Guest Service, internal and external, through active guest engagement and a positive attitude.
- The ability to multi-task in high pressure situations.

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<sup>1</sup> See NIGC regulation, 502.16, defining Net gaming revenue.

<sup>2</sup> See NIGC regulation, 502.10, defining Gaming operation.

- To remain in compliance with Casino Regulatory policies and procedures, employees are required to attend all necessary meetings and training facilitated by Management.
- To observe and document daily activities according to the Tribal Gaming Regulatory Authority, MICS, TICS, SICS and Casino and Resort Policies.
- Properly utilizing Surveillance equipment to provide documentation of events and the distribution of those events in organized and orderly fashion.
- To communicate to Authorities, Tribal Police, Tribal Council, 911 Emergency, Gaming and Management in a factual, clear, and confidential manner.
- To observe and process suspicious activity.
- Daily check Digital Video Recording devices, Camera functions, Switchers, Main Monitor, and Computer and printer status.
- To perform duties required by Gaming and the Director to ensure that their assets are being properly monitored with the best way possible.
- Due to the dynamic Casino Environment, we require employees to be flexible and assume other responsibilities assigned by management.

### **MINIMUM QUALIFICATIONS:**

- Dedicated team attitude.
- Strong computer skills and general knowledge of Microsoft Office applications.
- Knowledge of casino operations; observation history.
- Familiar with Gaming Laws, Code of Conduct and Methods of Operations for the Casino, C-Store, and Clubhouse/ Pro Shop, Restaurant/ Snack Bar, Hotel, and premises.
- Effective communication and organizational skills.
- High School diploma or GED and proficient in basic math.
- Able to sit, stand, walk, and bend for an extended period of time.
- Must be able to receive and maintain a Gaming License.
- Must pass background checks and other pre-employment screenings.

*The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.*

### **PREFERENCE FOR HIRING:**

**Preference shall be given when it is established that the applicant meets the qualifications as stated in the job description. The following order shall be adhered to for hiring:**

- **Enrolled LVD Tribal Member**
- **Parents/Legal Guardian of LVD Tribal member children and spouses of Tribal Members**
- **Other Native Americans**
- **All Others**

**Date Approved by LVD Gaming Commission: 5/16/2023.**

**Date Approved by the Public Enterprise Finance Commission (PEFC): 08/29/2023.**

**Northern Waters Casino Resort**

**P.O. Box 129, N5384 US 45**

**Watersmeet, MI 49969**

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Sign: \_\_\_\_\_ Date: \_\_\_\_\_