

# **JOB ANNOUNCEMENT**

**JOB TITLE:** Surveillance Agent  
**LOCATION:** Grand Casino Hinckley  
**SHIFT:** Varies  
**SALARY:** N9 (starts at \$15.15 per hour)  
**SUPERVISOR:** Shift Supervisor  
**CLOSING DATE:** Until filled

## **QUALIFICATIONS:**

- High School Diploma or GED required.
- Either
  - Associates Degree or higher required and 1 year of experience in gaming regulations or a gaming area of casino operations preferred; or
  - 1 year of post-secondary education required and 3 years of experience in gaming regulations or a gaming area of casino operations preferred.
- GRA experience preferred.
- Must be able to pass pre-employment surveillance testing, which includes math, observation, computer and written communication skills.
- Must possess excellent observational and communication skills.
- Must be able to detect any schemes or cheating activity aimed at the company or its Customers.
- Knowledge of and a minimum of six (6) months experience with closed circuit television equipment preferred.
- Ability to comprehend and analyze technical information and regulations and apply this information to current regulatory practices.
- Excellent interpersonal, problem solving and organizational skills required.
- Strong personal computer skills in a windows environment, including spreadsheet and word applications required.
- Must be able to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to maintain strict confidentiality.
- Ability to understand and follow directions.
- Employees must be of high moral character.

**Mille Lacs Band Member/Native American preference applies**

## **DUTIES:**

- Monitors all areas of the property at all times, identifying potential security and/or safety risks and reporting same to the appropriate individual or entity, for proper resolution.
- Utilizes necessary equipment, to identify, record, document and report illegal, suspicious or unusual activities occurring on property.
- Strives to gain a working knowledge of all the procedures and ensures strict adherence to same throughout the property.
- Protects company assets and gaming integrity, through the consistent, thorough monitoring of all activities on property.
- Supports the Mille Lacs Band, with regard to protection of assets in all departments.
- Develops skills through review, testing and self-study.
- Facilitates the flow of information throughout the department, by attending regularly scheduled departmental meetings and staying on top of communications.
- Held accountable for accuracy and thoroughness of departmental records and reports.

- Make internal suggestions and recommendations, as appropriate, with regard to possible changes in the policies and procedures of other departments, with the protection of company assets in mind.
- Other duties as assigned.

**SPECIAL CONSIDERATIONS:**

- Travel between properties may occur.
- Must be able to obtain a Mille Lacs Band Class A gaming license.
- Must be able to pass a company pre-employment drug and alcohol test and be able to maintain the drug and alcohol policy while employed.

**APPLICATION PROCESS:** Submit resume and cover letter to:

**Gaming Regulatory Authority  
Surveillance Department  
Attn: Joleen Vreeman  
Email: [jvreeman@grcasinos.com](mailto:jvreeman@grcasinos.com)  
Phone: 320-384-4594**