



# Kla-Mo-Ya Casino

## Open Position Announcements

*Jobs will be open for 5-days or until filled or reposted with the first review of applications approximately 7-days from the posting date. Some jobs may be available to internal candidates only.*

- ✚ **Interested Applications:** Must complete the KMYC application form (resume permitted) and submit to Human Resources by mail (34333 Hwy 97 N., Chiloquin OR, 97624); BY email to [employment@klamoyacasino.com](mailto:employment@klamoyacasino.com) or by leaving it in the HR Drop Box in the Casino Lobby. Applications may be obtained at the Casino or downloaded at [www.klamoyacasino.com](http://www.klamoyacasino.com).
- ✚ All positions require the applicant to be a least 21-years of age or 18 years of age if an enrolled Native American; and able to present a High School Diploma or GED Certification from an accredited institution upon hire. Full Time positions become benefit eligible after the first of the month following 60-days. Part-Time Temporary/Seasonal positions are not benefit eligible.
- ✚ The description of responsibilities requirements and duties is only a summary and not intended to include all such responsibilities, requirements and duties that may be assigned or required in the performances of the position. All positions with KMYC are considered as "at will"
- ✚ Applicants must be willing to work irregular schedules, including weekends and holidays; able to function effectively and efficiently under pressure of time; maintain confidentiality of records and information pertinent to the nature of the work; and able to meet the physical requirements (which will be reviews with the applicant if selected for an interview)

### CURRENT OPENINGS

**17-11 Cage Cashier**

**17-10 Guest Relations Host**

**17-08 Cage Manager**

**17-09 Soft Count Team Member**

**17-06 Kitchen Associate**

**17-11 – Cage Cashiers Full-Time (04/28/17)**

**Open until Filled**

**Cage** – Perform various monetary transactions and reporting with guests and employees in accordance with internal controls, policies and procedures. Provide outstanding customer service; redeem cash, cash equivalents & chips; operating check cashing terminals, complete computerized transactions; count cash; and maintain records & reports as needed.

Preferred: One (1) year cash handling work experience; basic math skills; 10-key experience; basic computer skills; 1-year working experience in a bank or financial environment; and 2-years, experience in a customer service role.

**Stats – Starting Hourly ROP is \$11.85**

**17-10 – Guest Relations Host Full-Time (04/28/17)**

**Open until Filled**

**Marketing** – Responsible for greeting guests and providing professional friendly customer service, including conducting Bonus Club registrations; point redemptions; Gift Shop sales; and information on games and assisting in various promotional activities. Perform other duties in a timely and accurate manner.

Preferred: Customer service experience; basic computer skills; cashiering experience; good verbal and writing skills; able to express oneself in a clear and concise manner for purpose of instruction, directions, reports; reliable and dependable.

**Stats – Starting Hourly ROP is \$11.18**

**17-09 – Soft Count Team Member Full-Time (04/05/17)**

**Open until Filled**

**Accounting / Soft Count** – Perform money / chip counts on a daily including, conducting an accurate count of the money and chips from the bill validators and Table Games drop boxes; assist in the preparation of the deposit for transfers to the main bank; to operate the currency counter and verifying counts using a calculator for accuracy, etc. in accordance with Casino procedures and Internal 24/2017Controls.

**Stats – Starting Hourly ROP is \$11.85**

**Indian preference will apply for similarly qualified applicants**



# Kla-Mo-Ya Casino Open Position Announcements

*Jobs will be open for 5-days or until filled or reposted with the first review of applications approximately 7-days from the posting date. Some jobs may be available to internal candidates only.*

---

---

**17-08 Cage Manager – Full-Time (03/29/17)**

**Open until Filled**

**Cage** – Will be responsible to accomplish the Cage Departments strategic objectives by planning, organizing, and supervising Cage practices and activities in accordance with industry standards, adherence to internal controls, and Casino policy and procedures. The Cage Manager is also responsible for the direct supervision of all Cage personnel and ensuring all staff is current in required training standards as well as maintaining Cage records and reports.

**Qualifications** – High School Diploma or GED; at least 21 years of age (18 years if an enrolled Native American). Managerial/supervisory experience and customer service related work experience (min 2 year). Preferred: Associate Degree in Accounting or related field; Two (2) Years work related experience in a customer service oriented field with emphasis in cashiering, and 10-key operation and computer knowledge with Spreadsheet application.

**Stats – Exempt / Salary \$45,000 – \$57,576**

---

**17-06 Kitchen Associate – Full-Time (03/01/17)**

**Open until Filled**

**Food & Beverage** – Perform assigned kitchen duties as directed and / or trained. Specifically, we are looking for,

**(2) Full-Time Experienced Line Cooks** – to prepare & cook menu items. Restaurant experience preferred. Customer based cooking experience required. Prior restaurant experience a plus.

**Stats – Starting Hourly ROP \$10.79 per hr + tips / Depending on qualifications**

---

---