

JOB DESCRIPTION

POSITION: Housekeeper

POSTING DATE: 10/30/2017

WAGE: \$10.00 per hour

CLOSING DATE: Until Filled

**Table of Equivalencies Applies
Full-Time + Shift Differential**

**Reports Directly To: Environmental Services Coordinator
Location: Resort Division**

Every employee of North Star Mohican Casino Resort is expected to greet and service our customers in a friendly, respectful manner and create a warm, fun atmosphere so that our customers feel welcome and enjoy visiting our establishment. North Star Mohican Casino Resort strives to provide a positive team environment where everyone contributes.

GENERAL RESPONSIBILITIES:

Responsible for upkeep/cleaning of the casino gaming floor.

STANDARD QUALIFICATIONS:

1. Must submit to court records search/background review.
2. Must submit to and pass a pre-employment drug screening and health screening.
3. Must be flexible with schedule to work all shifts, weekends and holidays.
4. Must be able to work with a variety of people with diverse personalities.
5. Must have a positive attitude and provide a teamwork structure within the department.
6. Must be willing to enhance self-development and be willing to adapt to change.
7. Must be willing to attend all applicable training.
8. Must have demonstrated ability to maintain a satisfactory working record in any prior and/or current employment.
9. Must be eligible for coverage under the employer's liability insurance.
10. Must be at least 18 years of age.

EDUCATIONAL REQUIREMENTS:

1. High School Diploma or GED is preferred. High School Diploma or GED is required if you are 19 years old and under.

DUTIES:

1. Ensures that the highest standards of customer service are maintained in accordance with policies and procedures set forth by North Star Mohican Casino Resort.
2. Must maintain an acceptable departmental attendance record.
3. Must be reliable and prompt when reporting to work.
4. Must wear the approved, departmental uniform.
5. Keep all windows and walls cleaned; vacuum/sweep floors as required.
6. Keep all ashtrays and wastebaskets empty and clean.
7. Keep paper picked up from the floor and in between machines.
8. Keep all machines and chairs clean and free of dust.
9. Must be able to perform the physical requirements of the job.

10. Must adhere to all established rules, regulations, procedures, and policies of North Star Mohican Casino Resort and the Maintenance Department.
11. Must adhere to the Casino's Drug and Alcohol-Free Workplace Policy during employment.
12. Must maintain compliance with all workplace policies, procedures, ordinances, laws and other communicated expectations, including but not limited to: Employment Manual, Gaming Ordinance, State Gaming Compact, Tribal Internal Controls, Departmental Procedures, memos or other communication from supervisory or regulatory personnel.
13. The above-mentioned duties and responsibilities are **NOT** an all-inclusive list, but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based upon organization needs and/or deemed necessary by the department manager.

QUALIFICATIONS:

1. North Star Mohican Casino Resort is looking for courteous and friendly individual.
2. Must be able to follow verbal and written directions.
3. Must be able to work with minimum supervision.
4. Must be able to work under stressful situations on a daily basis.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Constant hand movements (repetitive motions: grasping, holding, use of finger dexterity). Required to use hands to finger, handle or feel objects, tools, or controls; and reach with hands and arms.
2. Constant walking and standing which may include kneeling, crouching and bending.
3. Constant lifting and/or moving (pushing/pulling) up to thirty (30) pounds.
4. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception and the ability to adjust and focus.
5. Work is generally performed in a casino setting with a higher noise level and where cigarette smoke is prevalent.
6. Work environment requires excellent personal hygiene, due to working in close proximity to others.
7. Work environment is **NOT** smoke, noise, or dust free.

SUBMIT APPLICATION TO:

Human Resource Department
North Star Mohican Casino Resort
W12180 County Road A
Bowler, WI 54416 or Email completed application to: maureen.christensen@northstarcasinoresort.com
Or Fax completed application to (715)787-4113

THE STOCKBRIDGE-MUNSEE COMMUNITY OPERATES AS AN EQUAL-OPPORTUNITY EMPLOYER; EXCEPT INDIAN PREFERENCE IS GIVEN IN ACCORDANCE WITH THE TRIBAL EMPLOYMENT PREFERENCE ORDINANCE.

WE ARE A DRUG-FREE EMPLOYER. CANDIDATES MUST PASS A DRUG SCREEN AND REMAIN DRUG FREE

Although an interview may be granted, this does not determine that the candidate fully meets the qualifications until it is determined by the interview team.

