



Spotlight 29 Casino



Job Title: Cashier/Host/Hostess
Department: Food and Beverage
Job Type: Full Time
Status: Non-Exempt
Summary:

Serve customers dining at Spotlight 29 Casino by performing the following duties.

- Correctly handling cash credit and comp procedures
- Properly completing paperwork
- Guest Service
- Cashier/host (hostess)

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide outstanding customer service to guests and all other employees by exceeding our mission statement to be the premier entertainment experience in the Coachella Valley and the High Desert.
- Exhibit a professional appearance and maintain a friendly, cheerful and courteous demeanor at all times.
- Perform assigned cashier duties in accordance with Standard Operating Procedures Policies.
- Count and verify all cash exchanges to outlets servers and guests.
- Process guest charges including credit cards, comps, discounts and cash payments.
- Reconcile and complete all required daily reports.
- Make change or exchange for internal customers (team members).
- Assist in the preparation of daily bank deposits.
- Maintain cleanliness and organization of restaurant and work stations.
- Follow all Spotlight 29 Casino and departmental safety policies and procedures.
- Maintain appearance standards as outlined in departmental and Spotlight 29 Casino policies.
- Provide information and explain Players Club 29 Benefits, property amenities and marketing promotions.
- Provide courteous service and be cordial to all Team Members and Guests.
- Effectively communicate orally and in writing.
- Responsible for maintaining a consistent, regular attendance record.

SUPERVISORY RESPONSIBILITIES:

This job requires no supervisory responsibilities.

EDUCATION AND EXPERIENCE:

- Must possess high school diploma or equivalent.
- Six months to one year related experience and/or training; or equivalent combination of education and experience.

REQUIREMENTS:

- Must pass pre-employment and periodic random drug screens
- Must pass pre-employment physical
- Must be able to pass background suitability investigation
- Must be at least 18 years of age
- Must obtain a current RAAP Servers Card

- Must obtain a current Food Workers Certificate
- Excellent oral communications skills
- Excellent hygiene habits
- Must possess reasonable ability to communicate in English
- Must work well under pressure
- Must be able to stand for longer than 8 hours
- Must obtain a Tribal Gaming License
- Must provide proof of eligibility to work in the United States within 72 hours of employment

WORK ENVIRONMENT:

- The Casino is open 24 hours per day, seven (7) days per week; therefore, employee must be flexible to work any and all shifts. (Must be able to work all shifts, weekends, holidays & special events as needed)
- The Casino is a gaming facility.
- The Casino is not a smoke-free environment.
- Be aware that surveillance cameras and audio equipment monitor the premises recording activity throughout the facility on a 24-hour, 7 – day per week basis