

# Employee Requisition Form

**Position to Be Filled:** Slot Clerk – full / part time

**Purpose:** To provide Guest Service by performing the following specific duties to ensure that all gaming customers receive the most enjoyable gaming experience possible.

**Required Qualifications / Essential Duties:**

- Ensure customer satisfaction by verifying winners, making appropriate payouts, resetting jackpots and hand pays, required hopper fills and preparing proper required paperwork ( MTL, W2-G )
- Exchange currency and effectively maintain a bank of currency
- Keep Slot machines operational by performing light repairs ( coin-in and out jams, paper fill ) and contacting Supervisor/Technician as needed for further repairs
- High School Diploma or GED
- Excellent interpersonal and communication skills including active listening
- Bilingual preferred but not required
- Math, reading, writing and computer skills required
- Cash handling experience preferred
- Ability to use basic hand tools

**Reports To:** Slot Supervisor

**Starting Rate of Pay:** D.O.E

**Approximate Hours:**

**Date Needed:** ASAP

**Filling Deadline:** Open Until Filled

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Recruitment Representative  
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Date Posted