



Employee Requisition Form

Position to Be Filled: Count/Drop Team Member

Purpose: Responsible for assisting with the efficient count of all currency and ensure proper accountability for the Casino.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Participates in the efficient operation of the Count and Drop Team.
- Prepares the appropriate daily reports for accounting.
- Sign balance sheets, count sheets, verification forms, transfer forms paperwork generated in the count rooms.
- Strap and or clip all currency.
- Collect money from slot banks.
- Uses proper procedure regarding use of all departmental tools and equipment and makes recommendations to the supervisor on additional equipment needs or requirements.
- Wear protective safety equipment such as appropriate footwear, hearing protection and weight belts.
- Ensure compliance with all Human Resource policies and procedures, promote an environment that treats all people with respect and prohibits discrimination and harassment of any kind.
- Ensure that all safety, health, and environmental policies, procedures, and regulations are followed.
- High school diploma or general education degree (GED) required.
- Require minimal experience in cash handling.
- Strong customer service skills.
- Knowledge and experience with hand tools and mechanical equipment.
- Any other duties as assigned

Reports To:	Count/Drop Supervisor
Starting Rate of Pay:	D.O.E
Approximate Hours:	Full-Time
Filling Deadline:	Open Until Filled

