



HO-CHUNK NATION

DEPARTMENT OF PERSONNEL



POSITION: DEALER

DEPARTMENT	JOB CODE	PAY GRADE
BUSINESS/GAMING ESTABLISHMENT	BJDL	2

SUMMARY: The Games Dealer must interact with and maintain an entertaining atmosphere for the players, while not giving up game security and pace of the game. Game pace should allow for as many accurate hands per hour without making the players uncomfortable. The dealer is the premier ambassador for the Table Games Department and ultimately enhances every interaction for our guests and employees; customer service is our top priority for both internal and external guests.

DUTIES & RESPONSIBILITIES:

1. Maintain security and integrity of the game including cards, chips, dice and equipment.
2. Conducts the playing of the game including the exchanging of chips for cash, deals cards and collects and pays wagers.
3. Observes all rules and regulations of the Ho-Chunk Nation.
4. Presents and maintains a professional demeanor at all times.
5. Reports to Pit Supervisor for daily assignment.
6. Verifies and signs fill and credit slips, and table inventory forms for their assigned table.
7. Follow supervisory directives without question while on a game.
8. Courteous and polite at all times while promoting positive patron and employee relations.
9. Must be willing and able to work any assigned schedule, shift, and/or hours, including weekends and holidays.
10. Will be neat in appearance while following good grooming and hygiene habits.
11. Employee will perform other duties as assigned.
12. Must be bondable.
13. Must have capability to compute accurate card hands quickly while precisely calculating immediate payouts and making change.
14. Must have positive attitude.
15. Must have manual dexterity in both arms and hands, including unlimited bending and full arm, shoulder, and back flexibility.
16. Must be able to effectively communicate with patrons and co-workers.
17. Must be able to stand at one location for long periods of time during 10-hour shifts or longer.

MINIMUM QUALIFICATIONS: (REQUIRED KNOWLEDGE & EXPERIENCE)

1. Must have high school diploma or equivalent.
2. Must have successfully completed a recognized dealer training school with proficiency in math.
3. Must successfully complete required orientation and training in Title 31 requirement, Guest Service and Sexual Harassment.
4. Must pass a color blindness test and hearing test when given.
5. Must have perfect or corrected eyesight.

The job description includes positions of LTE, Part time, and Quarter time employees.
Not intended to be all-inclusive.

All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation – Resolution 08-20-13K

*All casino employees will be subject to the Criminal and Background restrictions of the HCN.
"All employees are subject to the Drug, Alcohol and Controlled Substance Policy."*

EEO: 7 NON-EXEMPT NO FLEX KEY
Approved: PBOD 05.27.03 Legislature 02.16.99/05.02.99/6.17.03 Resolution 01.08.08A/04.19.11A/03.17.15A