



POSITION DESCRIPTION

Bay Mills Resort & Casinos

POSITION:	Casino Attendant (Full Time – 3 rd Shift – 11pm-7am)	LICENSED:	No
DEPARTMENT:	Hotel Department	GRADE:	16 (\$14.00-21.00)
REPORTS TO:	Housekeeping Supervisor	STATUS:	Non-Exempt

POSITION SUMMARY:

Under the direction of the Housekeeping Supervisor, the Casino Attendant performs various cleaning duties for the Bay Mills Resort & Casino in a timely and friendly manner.

ESSENTIAL FUNCTIONS:

1. Provides exemplary customer service by “Exceeding Expectations One Opportunity at a Time”.
2. Maintains cleanliness of casino floor, washing walls and machines, vacuuming and mopping floors, emptying trash containers and ashtrays.
3. Maintains the highest level of cleanliness and customer service.
4. Completes floor care duties such as carpet extraction, waxing, buffing, and hard scrubbing.
5. Transports trash and waste to disposal area and cleans trash bins.
6. Cleans bathrooms and replenishes bathroom supplies.
7. Ensures the cleanliness, efficiency, and the highest quality of customer service is provided.
8. Must complete daily checklists and turn in checklists to supervisor at end of shift.
9. Responsible for learning and following daily policies and procedures for the Hotel Department and Bay Mills Resort & Casinos.
10. Must attend all mandatory trainings designated by the Human Resources Department and/or Department Manager.
11. Other duties may be assigned within the scope and complexity of this position’s essential functions.

PHYSICAL REQUIREMENTS:

While performing the duties of this job, the employee is regularly required to walk with occasional sitting and standing. Occasionally the employee must crawl and climb with frequent pushing/pulling, bending, squatting, crouching, and kneeling. The employee must occasionally lift up to 50 pounds and frequently lift and/or move up to 10 pounds. The employee is regularly exposed to dust and cleaning chemicals. The employee is responsible for using proper safety techniques and protective equipment, such as gloves and goggles.

POSITION REQUIREMENTS:

1. Must have a high school diploma or equivalent.
2. Must be 18 years of age.
3. Six months housekeeping experience preferred.
4. Floor care experience preferred.
5. Must possess a personable, customer service attitude along with organizational ability to handle multiple tasks simultaneously.

6. Must present a well-groomed, professional appearance.
7. Must speak, write, and understand in the English language.
8. To perform this position successfully, an individual must be able to satisfactorily perform each function listed under the essential functions and physical demands categories of this position description.
9. Must have an excellent past work record, including attendance.

PREFERENCE: Preference will be given to those of Native American descent.

CLOSING DATE: OPEN UNTIL FILLED

APPLY TO: Send Resume and Application to:

Rena Wieczorek or Anna Carrick; HR Generalists
Bay Mills Human Resources Department
12124 W. Lakeshore Drive
Brimley, MI 49715
(906) 248-8521 or (906) 248-8523

recruitment@baymills.org

Subject: Casino Attendant

Applications can be found on the Bay Mills website at www.baymills.org under the employment section

Date