

The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at www.tachi-yokut-nsn.gov

Job Requisition Form

Department: Surveillance

Position to be filled: Surveillance Operations Manager

Required Qualifications/Essential Duties:

- High school diploma or General Education Degree (GED) plus 4 years Supervisory experience within Surveillance.
- Must have valid California Driver License – Required
- Must be insurable by companies’ insurance carrier and maintain throughout employment – Required
- Must be able to obtain a California Gaming License within 90-day introductory period- Required
- Advises on gaming procedures, policies, Rules and adoption of same.
- Plans daily surveillance operation and investigation on gaming activities or gaming violations.
- Assist with policy and/or regulations to insure integrity in all aspects of gaming.
- Assists with daily operation of other surveillance personnel and reports directly to the Surveillance Director.
- Assists Director on preparing schedules for personnel as needed.
- Assists Director on preparing personnel performance Appraisals.
- Ensures surveillance personnel follow surveillance department rules, policies, and procedures and take appropriate corrective.
- Assists and coordinates with casino management and security as necessary in the performance of their duties.
- Assist and coordinates with outside law enforcement and regulatory agencies in criminal and/or civil investigations.
- Assist and counsel’s surveillance staff in investigations and report writing.
- Assist and review surveillance department personnel reports for accuracy and thoroughness.
- Must be able to extract, evaluate, analyze, and interpret data from various computer databases.
- Must be knowledgeable in the conduct of all games in the Tachi Palace Casino Gaming Center.
- Familiar with rules of evidence, chain of custody and criminal and civil procedures.
- Develop, implement, and maintain training programs for Surveillance Department personnel.
- Reports to the Gaming Commission in the absence of the Surveillance Director.
- Other duties as assigned.

Reports To: Director

Starting Rate of Pay: D.O.E – Range 66

Approximate Hours: Exempt

Posted: March 17, 2021

Deadline: Open Until Filled

Department Director Date

Human Resources Director Date

The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.