

REV AUDIT MANAGER

JOB SUMMARY:

Is responsible for a variety of accounting functions. Oversees and ensures efficient performance of the Revenue Audit Group and the accurate recording of gaming revenue as well as a variety of accounting functions.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Supervises and documents all gaming revenue sources and resulting entries to the financial system.
- Ensures balancing, auditing and assembling of the main cage and poker cage documentation.
- Responsible for month end closing to include posting of month end journal entries and reconciling balance sheet accounts.
- Oversee management reports created from revenue audit.
- Assists in interviewing, hiring, and training employees: planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.
- Direct responsibility for all facets of accounting, budgeting, strategic planning, contract review, treasury management, purchasing and receiving, and credit and collections.
- Provide recommendations to strategically enhance financial performance and business opportunities
- Evaluate progress of meeting short and long-term strategic objectives
- Serve on planning and policy making committees
- Analyze financial results and accounting information including benchmarking data
- Manage and develop all direct report staff.
- All other duties as assigned.

EXPERIENCE/QUALIFICATIONS/SKILLS/REQUIREMENTS:

Minimum of 3 years of relevant work experience. Strong computer experience, management and organizational skills and attention to detail are required.

Must be able to stand/walk/ sit for extended periods. May be exposed to working in a noisy, smoke/secondary smoke environment.

Must be at least 21. You must be able to obtain a Level 1 Table Game License through the WV Lottery. Must be able to pass a background investigation and obtain and maintain a WV Racing License.

EDUCATIONAL REQUIREMENTS:

B.S. in Accounting or Finance is preferred, as well as one (1) to (3) years of related experience in a supervisory capacity or an equivalent combination of education and/or experience.