

## **JOB DESCRIPTION**

**JOB TITLE: Table Games Dealer**

**FLSA:** None-

**DEPARTMENT:** Tables Games

**POSITION REPORTS TO:** Pit Supervisor and Table Games Manager

**SUMMARY:** To perform dealing services for Blackjack, Roulette, and House-banked Poker Games in accordance with established policies and procedures, the State of Colorado Limited Gaming Act and other applicable municipal, state and federal laws or regulations. To consistently and diplomatically maintain good public relations with casino CUSTOMERS AND TEAM MEMBERS. To maintain and comply with safety and security standards.

### **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:**

1. Within the realm of the responsibility of the job, maintains a clean and safe work environment. Performs duties in compliance with Safety procedures, which includes use of safety equipment. Incumbents are responsible for following safety procedures, identifying unsafe practices or conditions and informing their supervisor of unsafe conditions, as directed.
2. Performs dealing services for Table Games in accordance with house established policies and procedures, the State of Colorado Limited Gaming Act and other applicable municipal, state and federal laws or regulations.
3. Provides prompt, courteous and accurate dealing at an assigned table.
4. Exchanges customer's currency for gaming tokens and deposits in table drop box.
5. Ensures adherence to established rules, policies and procedures.
6. Maintains effective working relationships and good customer service skills with all CUSTOMERS AND TEAM MEMBERS. Provides personal attention and assistance to customers: verifies customer winnings; explains parking procedures; and explains gaming rules and regulations, as necessary. Acts to keep customers satisfied and motivated to return whether they win or lose.
7. Follows established security protocols to ensure that casino work environments are safe. Reports violations to casino security policies and procedures, as directed.
8. Performs duties in compliance with the Colorado Limited Gaming Act. This includes special attention to underage gaming as well as recommendations to pit supervisors in reference to alcohol consumption by patrons.
9. Maintains alertness for the performance of all responsibilities, and a general awareness of table operations at all times. Keeps supervisor informed of any concerns.
10. Performs other duties, including special projects, as needed and directed.
11. Maintains knowledge of Standard Operating Procedures as provided by the Table Games Manager.
12. Attendance: reports to work as scheduled, on time, and ready to work.



**QUALIFICATION REQUIREMENTS:**

Demonstrated knowledge of casino operations, and gaming rules and regulations. Demonstrated experience receiving, securing, handling, counting and reconciling, and distributing large sums of money. Demonstrated working knowledge of the games of Blackjack, Roulette and House-banked poker games and dexterity with all equipment associated with dealing including but not limited to: playing cards, chips, Roulette wheel, shuffling devices, etc. Demonstrated effective and diplomatic customer service and communication skills, which includes contacts with Team Members and Customers.

**EDUCATION AND/OR EXPERIENCE:**

Graduation from Blackjack school or equivalent is desired. One (1) or more years of recent and related Black Jack gaming experience. Experience substitutes for gaming school.

**LANGUAGE SKILLS:** Demonstrated effective and diplomatic oral, written and reading skills using English.

**REASONING ABILITY:** No decision making is required beyond scope of essential duties.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Must have a valid and current State of Colorado Gaming Support License. Must be at least twenty-one (21) years of age.

**OTHER SKILLS/ABILITIES:** No additional skills are required.

**PHYSICAL DEMANDS:** Essential duties involve performing physical exertion: dexterity with Blackjack cards, brisk walking, climbing stairs, stooping, bending, stretching, reaching, pushing and standing for an entire work shift with standard breaks. Essential duties require lifting up to 30 pounds; working any day of the week and any shift of the day.

**WORK ENVIRONMENT:** Essential duties involve working with large numbers of people while in an inside environment, which is frequently loud or containing high noise levels. Some inside locations are heavily filled with cigarette smoke.

**MATERIALS AND EQUIPMENT DIRECTLY USED:** Various gaming related equipment including money trays, Black Jack playing cards and automatic shuffle machines.

I am in receipt of this job description, which has been reviewed with me by my supervisor on this date.

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Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date