

Licensing/Investigator Commissioner
Bison Ridge Casino
Gracemont, OK 73042
United States

Description:

- Conduct background check and investigations of all employees as well as issue the gaming license of said employees.
- Oversees the Investigations Team and conducts investigations into various matters involving guests, team members, vendors and others as directed.
- Follows up on all security reports requiring further detail or investigation. Assign various tasks to Investigators.
- Direct or conduct investigations that may involve guests, team members and/or others on the property
- Write reports regarding investigations and follows up on reported incidents; submits to the Operations Manager, Security, and the Gaming Commissioner.
- Review incident reports and statements written or obtained by Security Personnel or others
- Cooperate and coordinate investigations with outside law enforcement agencies
- Compile various reports regarding number and frequency of incidents
- Serve as custodian for all retained evidential materials and documentation
- Must be willing to maintain strict confidentiality of various matters being investigated
- Actively seek out negative trends and advise the Operations manager and the Gaming Commissioner.
- Actively seek out additional training seminars and events for the Investigators to attend.

Requirements:

GAMING INDUSTRY EXPERIENCE IS REQUIRED

- Bachelor's Degree in Criminal Justice or related field
- At least four (4) or more years of
- Minimum of three (3) years Tribal Enterprise Non-Gaming Management experience, and experience as an Investigator.
- Demonstrated knowledge and understanding of Tribal Gaming Laws and Regulation, State Compacts, and Federal Gaming Regulatory Controls, required.
- Broad knowledge of relevant finance and budgeting issues, business plans and forecasting
- Strong and excellent communication skills both written and oral with the ability to communicate effectively with a broad spectrum of people, organizations, public officials and agencies and the public.

All applicants must be pass licensing and background checks performed by the Caddo Nation Office of Gaming Commissioner

Salary: Salaried, Dependent on experience
Hours: Available 24 hours / 365
Posted: April 27, 2016
Closing Date: Open until suitable candidate is hired

Type of Position Full Time