



## ***Table Games Dealer Training***

Come and join our  
Table Games Dealer Class to begin a successful and lucrative  
career in the gaming industry!!

**Only six weeks of training, Classes are FREE!!**

**Applications are being accepted NOW!!**

### **JOB OPPORTUNITIES**

Applications are available online at [www.little-creek.com](http://www.little-creek.com)  
Contact Human Resources for complete job descriptions.

**Employment, residential, and criminal background checks are required.  
LCCR is a Drug Free Workplace.**

**Squaxin Tribal preference is given on hiring.**

### **OPEN POSITIONS**

#### **Accounts Payable Clerk**

**Starting Wage: \$13.00**

Compiles and maintains accounts payable records. Ensures that all vendor bills are processed in accordance with company policies. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. ***High School Diploma or equivalent required. A.A in Accounting in Business Administration preferred. Three years of experience in accounts payable required. Customer service experience and experience maintaining confidentiality of company records required.***

**Banquet Lead Cook**

**Starting Wage: DOQ**

Acts as immediate Banquet Supervisor to all Cooks and Prep Cooks. Ensures Banquet organization, cleanliness and sanitation. Ensures time and temperature control of Banquet. Ensures prep lists are prepared and Banquet carts are complete and organized. Assigns Banquet station rotation and leads Banquets in all food production. Acts as a liaison between Banquet cooks, Banquet Manager and Banquet Coordinator. ***High School Diploma or equivalent. OR three years full service restaurant line cooking experience. 1 year supervisory experience.***

**Cage Cashier**

**Starting Wage: \$11.50 + Tips**

Responsible for the controlling and accounting of transactions for the front window, main bank, employee bank and chip bank. Operates ticket redemption machines in accordance with Squaxin Island gaming procedures and internal controls. Responsible for the controlling & accounting of transactions for the front window, main bank, employee bank, and chip bank. Organizational, interpersonal relations skills and a team-oriented attitude are required. ***High school diploma or general education degree (GED). One year related experience in cash handling required and/or training or equivalent combination of education and experience.***

**Cage Shift Supervisor**

**Starting Wage: \$16.00**

Supervises all staff in cage cashiering, in absence of Cage Manager, on an as-needed basis. Responsible for the direct supervision and training of all staff in Cage cashiering functions. Responsible for custody of Cage inventory to include chip bank, main bank, employee bank and front window(s). Responsible for custody of electronic game inventory to include video lottery tickets. Responsible for resolving any discrepancies and/or disputes involved in the day to day operation of the cage, and reporting any major problems to the Cage Manager. Participates in the daily reconciliation of cage paperwork. ***Associate's degree (A. A.) or equivalent from two-year college or technical school OR one year related experience and/or training OR equivalent combination of education and experience to successfully perform the job.***

**Environmental Services Lead**

**Starting Wage: DOQ**

Keeps the premises of LCCR office buildings, and our other commercial or institutional buildings in a clean and orderly condition and leads Environmental Service Staff in fulfilling these responsibilities. Cleans and polishes lighting fixtures, marble surfaces, and trim. Cleans rooms, hallways, lobbies, lounges, rest rooms, corridors, stairways, and locker rooms and other work areas. Sweeps, scrubs, waxes, and polishes floor. Cleans rugs, carpets, upholstered furniture, and draperies. Dusts furniture and equipment. Polishes metalwork. Washes walls, ceiling, and woodwork. Washes windows, door panels, and sills. Empties wastebaskets, and empties and cleans ashtrays. Transports trash and waste to disposal area. Appraising, rewarding and disciplining employees. ***High School Diploma or General Education (GED); one year related experience and/or training; or equivalent combination of education and experience***

**Esthetician**

**Starting Salary: DOQ**

The Seven Inlets Esthetician administers professional facials, waxing services and an array of body treatments to Spa guests. The Esthetician must possess a thorough knowledge of the skin, have excellent facial massage and skin extraction techniques, possess excellent cleanliness and sanitation skills and be willing learn spa specific facial treatment offerings. They must possess excellent communication skills and be able to learn the product and service knowledge necessary to effectively provide wellness and beauty solutions to meet the needs of our guests. ***A High School Graduate or GED. Esthetics license and/or Cosmetology license. One or more years' experience as an Esthetician strongly preferred. Customer service experience is preferred.***

**Facilities Technician I**

**Starting Wage: \$15.50**

Installs, maintains and repairs wiring, electrical fixtures, apparatus, and pipe and control equipment for Little Creek Casino Resort facilities. Work with Facility Technician II individuals in training & development. Performs general maintenance repair and fabrication projects and responds to service calls as required in a timely manner. Performs preventative maintenance and repairs relative to plumbing, electrical, mechanical, heating, and cooling or ventilation systems as assigned. Knowledge of carpentry, woodworking skills and proper use of tools; basic mechanical aptitude. ***Associate's degree (A. A.) or equivalent from two-year College or technical school. Three years engineering / facilities related experience and/or training or equivalent combination of education and experience. Knowledge and/or experience of wiring circuits, panel and breakers. Maintenance and repair background of all kitchen equipment and systems, refrigeration and HVAC systems Certification.***

**Golf & Spa Concierge**

**Starting Wage: \$11.50 - \$15.00 + Commission**

The Golf & Spa Concierge will work in conjunction with the Sales Department to provide high-quality sales/concierge services for individual and small to large groups looking for packages, services at Little Creek Casino Resort and its amenities, most notable the hotel, spa, food & beverage, and golf course. The position will assist with the creation of, as well as sell standard and customized "Stay & Play" styled packages and assist with Group Events. The Golf & Spa Concierge will proactively anticipate the needs of the patrons offering solutions to enhance the guests' overall experience. The position will offer pre-visit information as well as post-visit follow-up to ensure guest satisfaction. We are looking for candidates familiar with resorts, hotel accommodations, spa services, golf course operations, and food and beverage services. ***High School Diploma or GED. College Degree Preferred. 1+ year of prior experience with reservation systems for Hotel, Golf, or Spa required. Prior Sales experience preferred. Prefer two years of hospitality experience. Some higher education of vocational training specializing in the hospitality industry desired. Geographic knowledge of surrounding area.***

**Hotel Housekeeping Lead**

**Starting Wage: \$12.00**

Directs Hotel Housekeeping staff to ensure clean, orderly, and attractive conditions of the Hotel. Acts as Room Inspector on a regular basis in their absence, and Laundry or Room Attendant as needed. Keeps premises of the Hotel, concentrating on the interior in clean and orderly condition and leads Hotel Housekeeping staff. Provides technical support to all Hotel Housekeeping staff and Laundry Room staff, with authority necessary to perform assigned duties. Cleans and polishes lighting fixtures, marble surfaces, and trim. Cleans rooms, hallways, lobbies, lounges, rest rooms, corridors, stairways, and locker rooms and other work areas. Establishes standards and procedures for work of Hotel Housekeeping staff. May plan work schedules to ensure adequate service. Inspects and evaluates physical condition of establishment. ***High School Diploma or GED. One year certificate from college or technical school; Or one years related experience and/or training; Or equivalent combination of education and experience.***

**Human Resources Admin/Training Assistant**

**Starting Wage: \$15.00**

The Human Resources Administrative/ Training Assistant is responsible for providing organizational and onboarding support to the Human Resources Department. Under general supervision, performs a variety of responsible and complex technical and administrative duties relating to personnel functions, employee orientation and other HR related matters. Provides information and assistance to LCCR employees and the general public regarding human resources activities, processes, policies, and procedures; prepares various correspondence and memoranda; coordinates company activities. ***High School Diploma or GED equivalent; AND three years related experience and/or training; OR equivalent combination of education and experience. Must be proficient in MS Word and Excel. Required experience with data entry with ADP HR Systems or equivalent Payroll/ HR system.***

**Income Auditor**

**Starting Wage: \$12.50**

Verify accuracy of figures, calculations and postings pertaining to business revenue transactions recorded by other employees. Assist in the preparation of journal entries by recording revenue, payment and cash transaction data and any adjustments in audit spreadsheets. Assist in the review and reporting of tax and Title 31 transactions. Report errors, discrepancies and Internal Control violations to Management. Maintain revenue, cage, soft count, tax and Title 31 files and records in accordance with internal control standards. *Associate's degree (A.A) in Accounting, Business or related field or equivalent from two year college or technical school or two years accounting or revenue audit experience required. Gaming audit experience preferred.*

**Island Grille Cashier/Hostess**

**Starting Wage: \$9.50 /\$10.50**

Responsible for room setup and coordinating activities of dining room, receives cash from customers or employees in payment for food & beverages received in Island Grille. *High school diploma or general education degree (GED). Six months fast food service or restaurant service experience. Knowledge of customer service, cashiering or cash handling related experience and/or training or equivalent combination of education and experience.*

**Island Grille Chef**

**Starting Salary: DOQ**

Manage the food production area in the Island Grille. Responsible for the overall direction, coordination and evaluation of staff. Responsible for training and evaluating performance of Main Kitchen Staff. Manages subordinate leads who supervise employees in the Main Kitchen. Also directly supervises non-supervisory employees. Responsible for ensuring accurate recording keeping relating to personnel issues. Carries out supervisor responsibilities in accordance with the organization's policies and applicable laws. Implement ongoing skills training to ensure service standards are being upheld Perform Employee Evaluations with proposed action plans. Responsibilities include; interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. *Culinary Arts Certificate from College and/or Technical School. Ten years Food and Beverage experience in food preparation with progressive management and supervisory experience. OR combination of education and experience.*

**Island Grille Food Server**

**Starting Wage: \$9.47 + Tips**

Serve Food and Beverages to patrons in dining establishment. Provide informed, quality Guest service in a timely manner. Present menu, answer questions, ability to clearly communicate menu specifications and detail to guests and makes suggestions regarding food and beverage. *High School Diploma or equivalent, one year experience or combination of equivalent training and experience.*

**Island Grille Lead Cook**

**Starting Wage: \$12.00 or current salary +\$1.00**

Acts as immediate on Line Supervisors to all Cooks and Prep Cooks. Ensures line organization, cleanliness and sanitation. Ensures prep lists are prepared and line is stocked. Assigns line station rotation and leads line in all food production. Acts as a liaison between line cooks, Kitchen Manager and Assistant Kitchen Manager. Assists with coordination and training for all line activities, following Kitchen Manager and Assistant Kitchen Managers direction. Monitors all aspects of food service in assigned area to ensure quality, sanitary preparation and presentation. Consults with Kitchen Manager and Assistant Kitchen Manager on daily operations, recipes, staff, menu, preparation and presentation of food. Cooks and ensures line staff properly portions and prepares foodstuff and menu items in quantities according to menu items ordered and number of persons to be served. *High School Diploma or equivalent, three years full service restaurant line cooking experience. 1 year supervisory experience.*

**Lead Janitor**

**Starting Wage: \$12.00 or current salary + \$1.00**

Limited Lead responsibilities over all Kitchen Janitor crew and stewards. This is a physically demanding position which usually works Graveyard shifts. ***High school diploma or general education degree (GED); One year Food and Beverage cleaning experience and/or training; Or equivalent combination of education and experience. Prior lead experience is preferred.***

**Lead Steward**

**Starting Wage: \$11.50 or current salary +\$1.00**

Oversee the cleanliness of the Main Kitchen. Responsible for setting up physical buffet lines, tables, utensils and other necessary equipment. Clean, wash and maintain all pots and pans, dishes, chopping blocks, service equipment and utensils. Cleans and maintains all back-of-house food and beverage outlets. Mops floors and cleans mats and drains in all assigned areas. Carry supplies from refrigerators and storerooms to all kitchen areas. Stock serving stations with dishes and stores. ***High school diploma or general education degree (GED). One year experience and/or training or equivalent combination of education and experience. Prior lead experience is preferred.***

**Massage Therapist**

**Starting Wage: \$10.50 + Commission**

The Seven Inlets Massage Therapist administers professional massage and body treatments to Spa guests. The Massage Therapist must have a thorough knowledge of numerous massage modalities, possess a general understanding of body treatments and be willing to learn spa specific massage and body treatment offerings. They must possess excellent communication skills and be able to learn the product and service knowledge necessary to effectively provide wellness solutions to meet the needs of our guests. Must hold and maintain a current state license. ***A graduate of an accredited massage school. Must hold and maintain current state license. One or more years' experience as a licensed massage therapist strongly preferred. Customer service experience is preferred. Experience in body treatments is preferred.***

**Main Kitchen Lead Cook**

**Starting Wage: \$12.00 or current salary + \$1.00**

Prepares and cooks family style meals for guests and employees of Creekside Buffet and the Employee Dining room. Cooks foodstuffs in quantities according to menu and number of persons to be served. Assists the Kitchen Manager in directing the activities of one or more workers who assist in preparing and serving meals. Assists the Kitchen Manager in coordinating activities of Main Kitchen to effect operational efficiency and economy. Assists the Kitchen Manager in training and developing staff on techniques, equipment, recipes, preparation methods and presentation. Orders supplies and keeps records and accounts at the direction of the Kitchen Manager. Assists the Kitchen Manager in developing food lists and ensures that sufficient items are ordered weekly; Eliminates or adds items to list at the direction of the Kitchen Manager. Responsible for regulatory compliance in assigned areas of responsibility. ***Culinary Arts certificate from college or technical school; and three years related experience and/or training; or equivalent combination of education and experience to perform the job.***

**Security Officer**

**Starting Wage: \$11.00**

Observe patrons and employees participating in gambling activities to detect infractions of house rules. Drives van to transport company personnel. Maintains constant vigilance to ensure the safety of patrons and employees and company property. Watches participants in games such as dice or cards to detect cheating, identify rule violators, and observe persons designated by superior. Promotes positive public relations in conjunction with accommodating and friendly customer service. Promotes and practices safe working habits and helps to ensure the safety of patrons and other employees. ***Requires a valid Washington State Driver's License. High school diploma or general education degree (GED); Three months related experience and/or training; or Equivalent combination of education and experience.***

**Steward**

**Starting Wage: \$10.50**

Maintains and sanitizes main kitchen and surrounding areas under the supervisor of the Executive Steward. *High school diploma or general education degree (GED). Three months related experience and/or training or equivalent combination of education and experience.*

**Table Games Floor Supervisor**

**Starting Wage: \$19.00**

A Floor Supervisor directly supervises employees in the Table Games Department. Carry out supervisory responsibilities in accordance with the organization's established policies and procedures. Courtesy and helpfulness to guests and co-workers are fundamental requirements of the position. *High School Diploma or equivalent. A minimum of three years Table Games experience. One year experience of deal time in both Craps and Roulette. Must demonstrate knowledge of basic strategy at a proficiency rate of 80% by way of exams. Knowledge and practice of all Title 31 Regulations is required.*

**Utility Technician**

**Starting Wage: \$10.00**

Transports casino refuse in a safe and efficient manner to disposal site. Maintains Trash Disposal of Casino. Follow safety procedures regarding loading and unloading. *High school diploma or general education degree (GED); High degree of attention required to prevent injury to others; promote a safe work environment ; Three months related experience and/or training; or Equivalent combination of education and experience.*

**Valet Attendant**

**Starting Wage: \$9.47 + Tips**

Safely conveys standard and automatic transmission vehicles to the designated parking areas for Casino patrons, delivers vehicles promptly to customers when requested, remains courteous to patrons at all times, *High school diploma or general education degree (GED). Three months related experience and/or training or equivalent combination of education and experience.*

**If interested in applying, please contact 360.432.7036**

**To check on status of application, please contact  
Louise Rioux 360.432.7049**

**Applications must be entirely completed to be considered.**

**Always accepting applications  
To develop a pool of qualified candidates for:**

- |  |                                     |
|--|-------------------------------------|
| <b>Beverage Servers</b>                  | <b>Hotel Housekeeping</b>           |
| <b>Cooks</b>                             | <b>Hotel Room Attendant</b>         |
| <b>Class II Cashier</b>                  | <b>Keno Runner</b>                  |
| <b>Deli Attendants</b>                   | <b>Kitchen Janitor</b>              |
| <b>Drop and Count Team Members</b>       | <b>Player's Club Representative</b> |
| <b>Environmental Services Attendant</b>  | <b>Retail Associate</b>             |
| <b>F &amp; B Room Service Attendants</b> | <b>Security Officers</b>            |

**Always accepting applications for qualified  
Table Games and Poker Dealers!**