



GREAT BLUE HERON
CASINO & HOTEL



ONE
TORONTO
GAMING

Position: PT Cage Cashier

Department: Cage

Shifts: Any day, any shift

Great Blue Heron Casino & Hotel is looking for a part-time Cage Cashier to join our team!

Reporting to the Operations Managers, the Cage Cashier will be responsible for the operations of the front window. The cage cashier is to provide the highest standards of efficiency, security and customer service, all within the GBH Policies and Procedures and the Internal Control Manual as approved by the AGCO.

The key accountabilities for this position include:

- Excellent internal and external customer service skills are required to be displayed at all times
- Responsible for all cash, chips, forms, documents and files associated with the operations of the Chip Bank and the Front Window Cashier functions
- Exchange chips, traveler cheques, foreign currency, tokens, tickets, coupons and/or cash equivalents for cash with highest level of accuracy
- Issue jackpots and complete transfers as required to maintain cash drawer impressment
- Train new employees or assist with retraining current employees as required
- Maintain high level of accuracy to stay within variance guidelines
- Control and balance cash float, chip bank and revenue with highest level of accuracy
- Ensure all cash, chips and documentation received and remitted from the Chip Bank are secured, accurately recorded and neat at all times
- Responsible for the accurate reporting of the Chip Bank inventory and cashier exchanges
- Ensure all documentation received in the Chip Bank are accounted for and accurately reported in the Konami system.
- Control, balance and report all revenue remitted and balance casino assets in the Konami system
- Comply with all health and safety policies and report any hazards to the Operations Supervisor immediately
- Other duties may be assigned by the Operations Supervisor/Manager.

Successful applicants will demonstrate the following qualifications:

- High school diploma or equivalent required
- Minimum of one (1) year experience working at a financial institution or money handling preferred.
- Ability to follow instructions in a friendly and professional manner
- Proficient in Excel / Word.
- A competent level of mathematical abilities.
- Must be detail oriented.
- Legible penmanship.
- Excellent interpersonal and communication skills.
- Ability to work in a fast pace environment
- Ability to provide optimal customer service
- Ability to work in a team environment
- A sound knowledge of casino policies & procedures, ICM's, other relevant government regulations/legislation with the ability to read, understand and implement them effectively.
- Excellent customer service skills to maintain good rapport with customers and employees
- Maintain a positive working relationship with fellow employees and management as part of a team
- Ability to work independently and under pressure in a fast paced environment
- Ability to perform tasks and duties effectively and safely within prescribed time limits
- The ability to successfully pass a criminal record and credit check through the Alcohol and Gaming Commission of Ontario (AGCO)



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Application Process:

Submit your resume to hdavies@gbhcasino.com. We will only be accepting applications electronically – hardcopy applications will not be accepted. Please indicate the position title and job posting number on the subject line. Please advise HR if you require assistance/accommodation during the interview process.