

GAMING SURVEILLANCE TECHNICIAN

DEFINITION: Under general supervision, performs work of moderate difficulty in planning and overseeing the day to day installation, operation, maintenance and repair of surveillance equipment; assists in the design, planning and implementation of surveillance systems and ensures compliance with Tribal and State Gaming Compact requirements; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Plans and oversees the day to day activities related to the installation, operation, maintenance and repair of surveillance equipment; assists in the design, planning, management and implementation of surveillance systems to ensure compliance with Tribal and State Gaming Compact requirements; develops and maintains preventive maintenance schedules on all equipments to limit disruption in surveillance operations; oversees and/or assists in the installation, operation, maintenance and repair of closed circuit television (CCTV) equipment, fixed PTX cameras, Video Camera Recorders (VCR) and access control equipment.

Maintains smooth installation of new surveillance equipment around the casino premises and tribal area for surveillance purposes; works with outside contractors involved in the installation of new equipment to limit disruptions; logs and maintains accurate records of all installation, maintenance, repair and preventive maintenance conducted on all equipment; inventories, orders and ensures spare parts are available when needed; keeps abreast of changing trends and training as it pertains to surveillance equipment; attends training, conferences and seminars to remain informed of new technologies and techniques in the surveillance field.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge and ability to troubleshoot and repair surveillance systems (switcher system, VCRs, camera, computer, printer and all programmable technology).

Knowledge of tribal and federal laws, rules and regulations regulating tribal gaming related surveillance. Knowledge of Indian Gaming Compact policies, procedures and regulations regarding casino surveillance functions.

Knowledge of computerized surveillance software.

Knowledge of Federal and State Indian Gaming laws.

Skill in using computerized surveillance software and equipment.

Skill in applying surveillance principles in an Indian Gaming setting.

Skill in utilizing public relations/customer service techniques in responding to inquiries and complaints from all sources.

Skill in establishing and maintaining effective working relationships with governmental regulatory agencies, casino management, upper management, co-workers and subordinates.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves a minimum of physical effort primarily in an office setting.

MINIMUM QUALIFICATIONS:

- A high school diploma or GED; and three (3) years of work experience in electronics or casino surveillance.

THE NAVAJO NATION

Class Code: 3461
Community and Economic Development Series
Gaming Regulatory Group
Overtime Code: Non-Exempt
Pay Grade: 62

GAMING SURVEILLANCE TECHNICIAN

PREFERRED QUALIFICATIONS:

- An Associate's degree in Electronics

SPECIAL REQUIREMENTS:

- Must possess or be able to obtain a gaming license/certification from the State of Arizona and/State of New Mexico and the Navajo Nation Gaming Regulatory Office.
- Possess a valid state driver's license.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.