



# MOAPA BAND OF PAIUTES

MOAPA RIVER INDIAN RESERVATION

P.O. BOX 340

MOAPA, NV 89025

Telephone: (702) 865-2787

Fax: (702) 865-2875

## JOB ANNOUNCEMENT

**Title:** Surveillance Operator  
**Supervisor:** Security Supervisor  
**Salary:** \$18.00 USD/hour  
**Status:** Full-time

**Opens:** January 27, 2023  
**Closes:** February 10, 2023

### Job Summary:

To observe and protect the Moapa Paiute Travel Plaza assets, as well as observe and report hazards, illegal activity, abuse or other violations in the daily operation of the Moapa Tribal Casino and Moapa Paiute Travel Plaza.

### Duties:

1. Safeguard assets of the Moapa Paiute Travel Plaza.
2. Oversee the integrity of the Moapa Tribal Casino Gaming Operations.
3. Review and investigate customer and employee disputes for both Travel Plaza and Tribal Casino.
4. Review and write up preliminary and follow-up reports.
5. Investigate and review Tribal Compact violations for Tribal Casino.
6. Prepare investigative reports for court officers, gaming authorities and law enforcement officials.
7. Maintain up-to-date knowledge of Tribal, State and Federal ordinances/laws and regulations governing the Tribal Gaming Operations.
8. Interact professionally with Tribal Casino and Travel Plaza employees as well as Upper Management.
9. Notify appropriate supervisory staff and/or other Emergency Personnel (Police/Fire/EMT).
10. Maintain awareness of possible situations, which could compromise the safety of the Tribal Casino/Travel Plaza patrons and employees.
11. Observe Tribal Casino/Travel Plaza interior and exterior as well as surrounding property.
12. Observe, detect and notify Security for any signs of intrusion and criminal acts (interior/exterior).
13. Coordinate and investigate observed thefts with Security Officers.
14. Monitor cash registers, cash handling and report criminal violations to appropriate personnel.
15. Monitor and safeguard against vandalism, reporting to appropriate personnel.
16. Other duties as assigned or as required.

### Requirements:

- Must be over 21 years of age.
- Must possess a high school diploma or GED.

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**Applications available/accepted at:** Moapa Band of Paiutes, 1 Lincoln Street, P.O. Box 340, Moapa, NV 89025  
Indian Preference Per Section 703(i) of Title VII of the Civil Rights Act of 1964, as amended

- Must be dependable
- Must be able to multi-task.
- Must be able to sit for long period of time.
- Must be able to withstand cool weather environment.
- One (1) year of investigative experience preferred.
- Must have some skill in utilizing a computer and software.
- Must have good oral and written communication.
- Must demonstrate friendly, service oriented and responsible attitude.
- Must be able to follow verbal and written instructions of supervisor.
- Must be able to communicate effectively verbally, in writing and in preparing documents using proper grammar for use by law enforcement, court proceedings and tribal officials.
- Must have the ability to establish and maintain effective work relationships and work with other departments.
- Must be able to think and act quickly in emergencies, contacting security, and tribal law enforcement.
- Must learn, interpret and understand applicable laws, ordinances and department rules and regulations.
- Must be able to maintain confidentiality at all times.
- Must pass pre-employment alcohol and drug screening.
- Must pass pre-employment background investigation.
- Must be willing to work a flexible schedule including evenings, weekends, and holidays.
- Must be COVID-19 vaccinated

**All Applicants Are Subject To A Pre-Employment Drug Test And At-Random Following Employment**