



Job Announcement

Opening Date: July 4, 2024
Closing Date: July 11, 2024

Position Title: Casino Housekeeper
Department: Maintenance
Supervised By: Maintenance Supervisor
Supervises: None
Starting Salary: \$16.50
Grade: 2
FLSA Status: Non-Exempt
Status: Permanent
Hours: Part Time
Benefits: Yes, see below

General Statement of Responsibilities:

A Casino Housekeeper is given a schedule of responsibilities within the casino. Duties include daily housekeeping within the casino. Help on the floor with customer service duties when requested. Will provide other services and perform other duties when requested.

***Must be willing to work in a secondhand smoke environment.**

Specific Areas of Responsibilities:

- Clean restrooms for guests and team members.
- Empty trash.
- Clean soda, coffee and condiment areas.
- Maintain the cleanliness of the slot machines and casino floor.
- Empty ashtrays.
- Maintain a positive and professional attitude at all times.
- Maintain a shift log and note any irregularities or problems.
- Help ensure cleanliness of work areas.
- Other duties as assigned.

Minimum Qualifications:

- Must be age 21.
- Written and oral communications are required in the primary language used in the work area.
- Must pass pre-employment drug screen.
- Must qualify for a Non Gaming License.
- Must be able and willing to work any schedule, holidays, and weekends.

Physical Qualifications and Environmental:

Must be able to stand and walk for long periods of time, bend, carry and lift up to 50 pounds on a regular basis. With help must be able to lift up to 200 pounds occasionally. A Casino Housekeeper should have good manual dexterity and hand-eye coordination. Position may require working from a ladder. Position requires use and handling of chemicals.

Preference Policy:

Preference will be given to qualified Susanville Indian Rancheria Tribal Members. Indian preference is granted in accordance with P.L. 93-638.

Diamond Mountain Casino & Hotel Benefits Package:

The Diamond Mountain Casino & Hotel Benefits Package includes health, dental, and vision. Employees earn Paid Time Off (PTO) and seven holidays are included in each employees PTO. Diamond Mountain Casino & Hotel also offers a matching 401K Retirement Plan, Education Assistance (provisions apply), Employee Assistance Program, Health Spending Accounts (HSA), gym membership discounts, discounts with two different shoe vendors, and employee discounts in our restaurant, coffee shop, and gift shop.

How to Apply:

All applicants are required to submit a Diamond Mountain Casino & Hotel application. Applications can be picked up at 900 Skyline Drive, Susanville, CA or you may apply online at www.dmcah.com/job and an application will be emailed to you.

Only **complete** applications will be considered. To be considered for the position you must:

1. Submit a completed application
2. Attach a copy of your High School Diploma or equivalent if required
3. Attach a copy of your Tribal ID Card, if you are claiming Indian Preference

Completed applications can be dropped off in person at the casino security desk. They may also be emailed to ewadley@dmcah.com or faxed to 530-252-1110. All applications **must be received by 4:00 pm Pacific Time** on the closing date of the announcement.