

Casino Facility Engineer

Job Announcement #: TRC-24-002



Job Opens: 4/15/24
Reports To: General Manager
Gaming License Required: Yes
Starting Salary: D.O.E.

Job Closed: Open Until Filled
Department: Facilities
Positions: 01
FLSA: Exempt

JOB SUMMARY: The Casino Facilities Engineer supervises casino technicians and Environmental Services Representatives. Candidate holds technical expertise in all craft areas supervised including Electrical, HVAC, Controls, Grounds Maintenance, Carpentry, Landscaping, Environmental Services, Paint and Plumbing. Applies a demonstrable technical expertise in foundational technical subjects including Mathematics, Thermodynamics, Electricity, Electronics and Physics (mechanics and heat), Computer Aided Drafting and Design (CAD), and Technical Writing. Develops an expertise in all forms of communication including verbal, written, graphic, and numerical/data. Becomes expert in the use of Microsoft Office programs including Word, Outlook, Teams and PowerPoint. The Casino Facility Engineer is responsible for coordinating contractors or subcontractors performing renovations, remodels and new construction. Must have ability to plan and execute building projects from conceptualization to completion including manpower and materials estimation, work-flow planning, player and vendor coordination to minimize disruption, and accounting to complete projects on time and within budget. Ensures the smooth daily operation of Environmental Services while maintaining the Casino's overall Purpose, Values and Objectives..

MINIMUM EDUCATION REQUIRED FOR POSITION: High School diploma or GED equivalent required with a minimum of 4 years combination of technical school and industrial experience in a major trade or craft as applied to the maintenance and operation of a large public facility preferred. Journey level status in at least one of the following trades: Electrical, HVAC, Controls Technology, Grounds Maintenance, Carpentry, Paint and Plumbing. Experience with BIM, CAD and DDC Building Automation software systems will be considered. At least 6 years' experience in a major trade as applied to the maintenance and operation of a large public facility. Applicable certifications and/or combination of experience and education will also be considered.

PHYSICAL REQUIREMENTS: Able to bend, reach, kneel, twist and grip items while working at assigned area(s). Manual dexterity and coordination to operate office equipment, personal computers, copiers and kitchen service equipment. Function in mentally and physically stressful situations. Able to climb ladders and observe all PPE requirements. Ability to sit for extended length of time. In addition, the candidate must have the physical ability to:

1. Lift and carry 50-lbs.
2. Safely operate power and hand tools and equipment common to the building maintenance trades.
3. Recognize and correctly interpret common safety warning signs.
4. Communicate effectively to team in order to maintain safe working practices.

SPECIFIC SKILLS/KNOWLEDGE/EXPERIENCE REQUIRED FOR POSITION: Expertise in the use of hand and power tools, machines and equipment common to the Electrical, HVAC, Controls Technology, Grounds Maintenance, Carpentry, Paint and Plumbing trades. Familiar with common computer programs including Microsoft Office Suite, AutoCAD or similar computer aided design/drafting software. Familiar with common blueprint and drawing symbols and drafting protocols. Possession of good language skills including technical writing, grammar, spelling, speaking, listening and reading. Possession of good basic math skills including a working knowledge of Arithmetic, Algebra, Geometry and Trigonometry. Familiar with the fundamentals of workplace safety safe work practices in the Electrical, HVAC, Controls, Grounds Maintenance, Carpentry, Paint and Plumbing trades. Ability to lead complex teams towards bigger picture goals and outcomes with a track record of accepting accountability for sound, timely decisions. Ability to effectively manage talent through empowering, coaching and developing others; taking action to raise the performance of teams and succession planning. Demonstrates a global mindset by showing and respecting cultural differences and diversity, encouraging collaboration and pushing boundaries to drive change and encourage innovation in support of Two Rivers Casino and Smoke Shop's mission and guiding principles.

SPECIFIC DUTIES PERFORMED:

1. Provide a weekly operational report to the General Manager to document operational areas of concern encountered.
2. Work within a fast growth organization and be able to manage through design changes and ambiguity.
3. Proven track record of successfully managing multiple priorities in a fast-paced work environment.
4. Demonstrated abilities in facilities management, taking ideas from concept to implementation.
5. Demonstrated experience utilizing a variety of resources to complete research and ability to summarize and present findings in a professional and compelling manner.
6. Demonstrated track record as an organizational change-agent. Exposure to Organizational Design and Performance Model best practices.
7. Identifies and develops personnel in areas of responsibility.
8. Provides direction and timely counseling of staff as needed.
9. Assist with hiring, training, supervising, and evaluating personnel when required.
10. Builds relationships inside and outside of their team to improve ways of working and provide a great guest experience.
11. Identifies ways to improve workflows and processes to work smarter and increase efficiency.
12. Moves the situation quickly toward resolution by efficiently managing and controlling the circumstances.
13. Explains the "why" behind the resolution or action for the guest.
14. Pays attention to detail and conducts thorough research to make the best decision for the guest and the business.
15. Makes judgment calls based on understanding Two River Casinos' Purpose, Values and objectives while utilizing research, knowledge, and experience.
16. Proactively shares guest feedback with leadership and peers in the spirit of continuous improvement.
17. Seeks to share and improve processes and workflows based on player feedback.
18. Anticipates the consequences of decisions that impact the guest and proactively provides solutions or recommendations appropriately.

19. Provides insights to improve the guest experience.
20. Finds ways to make good use of theirs and their associates strengths and talents.
21. Acts as a mentor for their peers and considers the success of the associates as their success.
22. Views themselves as responsible for their contribution and remains self-aware of themselves.
23. Takes personal responsibility for their performance, knows how they are performing and constantly strives to improve.
24. Continues to develop both their individual and associate's skills so that they can contribute at a higher level.
25. Actively seeks to build new skills; teaches others and shares best practices.
26. Demonstrates enthusiasm, courtesy, responsiveness, and professionalism in our daily work.
27. Ability to become familiar with, and use policies and procedures as contained in the associate handbook.
28. Models for the team a strong work ethic and is visible, available and present for the guest and their team and promotes open communication, teamwork, associate morale and motivation.
29. Ensures compliance with the Tribal Minimum Internal Control Standards—and Two Rivers Casino and Smoke Shop internal controls.
30. Develops facilities budget.
31. Ensures utilities continuity, cleanliness and power generator maintenance is complete, troubleshoots electrical, plumbing and HVAC equipment.
32. Make recommendations to the General Manager and when requested TRC Board of Directors for improvement in all areas.
33. Participate and build knowledge of National Indian Gaming Commission (NIGC), National Indian Gaming Association (NIGA) and Washington Indian Gaming Association (WIGA).
34. Ensures compliance with TGA standards, initiates timely TGA responses and demonstrates sensitivity to all TGA communications.
35. Assist the General Manager with the efficient utilization of established operating budget controls.
36. Monitor the progress of the maintenance activities on a regular basis and participate in meetings whenever possible.
37. Attend all applicable pre-shift and staff meetings and facilitate when required.
38. Attend Tribal Council meetings when requested. Present written and oral reports to General Manager as required to facilitate full communication initiatives for meeting preparation.
39. Embraces "Keys to Success" initiative to train Sauk-Suiattle Tribal members.
40. Possesses a valid driver's license.
41. Maintains confidentiality of all privileged information.
42. Performs other duties as assigned.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all – inclusive.

TRIBAL PREFERENCE POLICY: Members of the Sauk-Suiattle Tribe shall be given absolute preference with respect to hiring, promotions, training, contracting, and separation from employment. For persons who meet the minimum qualifications, preferential treatment shall be based on the following criteria and shall be given in the following order:

- Enrolled members of the Sauk-Suiattle tribe who satisfy the minimum job qualifications.
- Spouses of enrolled members of the Tribe who satisfy the minimum job qualifications.
- Enrolled members of other recognized tribes who satisfy the minimum job qualifications.

- Military Veterans.
- All others who satisfy the minimum job qualifications.

WORKING CONDITIONS: While performing the duties of this job, the employee regularly is required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to walk. The employee occasionally is required to stand; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Work is generally performed in an office setting with a moderate noise level. Some work is performed in a Casino setting with exposure to second-hand smoke or vapors and a moderate noise level. Evening, limited graveyard hours, holiday and/or weekend work may be required. Extended hours and irregular shifts may be required. Tight time constraints and multiple demands are common.

Revised: 2/24