



**SASKATCHEWAN INDIAN GAMING AUTHORITY  
JOB DESCRIPTION**



# CASINO TECHNICIAN

<b>Department:</b>	Slots	<b>Grade in Wage Grid:</b>	6
<b>Last Revised:</b>	November 2018	<b>Home Business Unit:</b>	XX220

This document describes the general nature and typical responsibilities of this position, as of the revision date above. It is not intended to be an all-inclusive list, and SIGA may change the responsibilities as necessary to meet business and organizational needs.

**Reporting Structure:**

<b>Reports to:</b>	<b>Direct reports:</b>	<b>Indirect reports:</b>
Casino Technical Manager	None	None

**Main Duties:**

This position maintains and repairs Casino gaming equipment (**technological infrastructure**) used in multiple departments, maximizing up-time to provide guests with a positive and **exciting entertainment experience**.

Responsibilities include: Ensuring electronic gaming machines are in working order. Working with external agencies regarding technical issues. Carrying out preventative maintenance and repair on Cage bill, coin sorting and counting equipment. Assisting other departments with hardware, printer, and equipment troubleshooting and installation. Maintaining and repairing card, chip, roulette, and progressive equipment. Maintaining clean and tidy work spaces, and keeping an accurate inventory of tools and equipment. Participating in other projects and activities as required, to ensure Casino gaming equipment is operational.

<b>Key Work Activities:</b>	<b>% Time Spent</b>
1. Ensuring electronic gaming machines are in working order <ul style="list-style-type: none"> <li>a. preventative maintenance and repair, including modular part replacement</li> <li>b. handling installs, de-installs, moves and game conversions</li> <li>c. following the Casino Technical Manual</li> </ul>	60
2. Working with external agencies regarding technical issues <ul style="list-style-type: none"> <li>a. assisting with level 2 repairs</li> <li>b. participating with Indian Gaming Regulators regarding Live Games governance issues</li> </ul>	
3. Carrying out preventative maintenance and repair on Cage bill, coin sorting and counting equipment <ul style="list-style-type: none"> <li>a. equipment includes Cummins-Allison Multi-Pocket Sorter, Validation Redemption Terminals, CMS hardware, and others as required</li> </ul>	25
4. Assisting other departments with hardware, printer, and equipment troubleshooting and installation <ul style="list-style-type: none"> <li>a. assisting Guest Services with card printers, CMS hardware, and computer malfunctions</li> <li>b. replacing Dinerware computers, monitors, and harnessing</li> <li>c. assisting Central Office Technical Services with hardware replacements</li> <li>d. installing electronic signage</li> </ul>	10
5. Maintaining and repairing card, chip, roulette, and progressive equipment	5

<ul style="list-style-type: none"> <li>a. equipment includes: pick off rollers, chip sorters, progressive equipment, and electronic roulette terminals</li> <li>b. balancing the roulette wheel</li> <li>c. replacing malfunctioning cage equipment and hardware</li> </ul>	
<p>6. Maintaining clean and tidy work spaces, and keeping an accurate inventory of tools and equipment</p>	Ongoing
<p>7. Participating in other projects and activities as required, to ensure Casino gaming equipment is operational</p> <ul style="list-style-type: none"> <li>a. providing slot analysis information to the Casino Technical Manager</li> <li>b. coordinating repairs with Facilities staff, and with consideration for peak hours of operation</li> </ul>	

**Conditions of Employment:**

- Must consent to a background check in order to qualify as a gaming employee
- Must obtain and maintain a gaming employee Certificate of Registration from the Saskatchewan Liquor and Gaming Authority (SLGA)
- Must be 19 years of age or older
- **CO only:** Must possess valid Saskatchewan Driver's License and acceptable driving record

**Working Environment:**

- Tobacco smoke
- High noise levels
- Congested workplace
- Dust
- Sharp objects
- Electricity
- Irregular hours including evenings, nights, weekends and holidays
- **CO only:** Regular travel

**Physical Demands:**

- Walking/Standing (>2hrs at a time)
- Lifting (>50 lbs, with assistance)
- Moving (>150 lbs, such as slot machines, LCD)
- Crouching / Working in awkward positions (depending on access panel locations)

**Health and Safety:**

- **Rights:** All Saskatchewan Indian Gaming Authority employees have the right to information on potential hazards in the workplace; the right to participate in Occupational Health and Safety decisions; and the right to refuse unusually dangerous work.
- **Responsibilities:** All employees must co-operate with the Joint Occupational Health and Safety Committee; remain alert to changes or events that might affect guest and employee safety; report safety issues, accidents or injuries *immediately*; follow safe work practices; and use their training and knowledge to help other employees work safely as well.
- **Use of Personal Protective Equipment:** Steel toed boots
- SIGA deems this job position as a Safety-Sensitive Position which is therefore subject to Pre-Access, Post-Incident and Reasonable Cause – drug and alcohol testing. Safety-Sensitive Positions are defined as any position in which impaired performance, impaired motor skills, or lack of judgment, could result in a significant incident affecting the health and safety of SIGA employees, patrons and/or contractors.

- A complete list of positions deemed Safety Sensitive within SIGA can be found in SIGA's Drug & Alcohol Policy. This list is subject to review and updating.