
CASHIER

Casual Employment Opportunity

Reporting to Shift Supervisor, Casino Bank, the Bank Cashier is responsible for performing monetary exchange and prize payouts for guests while providing exceptional customer service.

Duties:

- Provide prompt, friendly service – smiling, open and closing greetings.
- Check all bills to ensure authenticity.
- Sell, exchange and/or redeem all casino gaming products according to all applicable procedures.
- Pay out winnings which may include printing cheques within specified Cashier limits. Secure authorization to pay out winnings over the Cashier limit.
- Prepare for adds and decreases of cash/cash equivalents, verify amounts and sign all receipts.
- Identify and process all Anti-Money Laundering forms, such as Cash Disbursement Report and Suspicious Transaction Report, notify appropriate individuals as required.
- Follow all Manitoba Liquor & Lotteries policies and procedures.
- Receive and verify Horseracing programs and update instructions on Bingo, Touch Screen, Slot Machines and Horseracing games to customers.
- Maintain versa self-serve machines.
- Perform opening duties; check memo board for Casino Information, check U.S currency rate, and verify float.
- Perform closing duties; place paperwork, bills, coin, US currency and cash equivalents in the float bag, count locker and record closing totals, generate reports, and U.S. exchange slips have been entered.
- Encourage a climate that supports diversity.
- Other duties as assigned.

Primary Qualifications:

- Six (6) months prior related work experience in a customer service related industry.
- Excellent math skills to perform accurate calculations and counts.
- The key accountabilities for this position include adapting to new changing conditions in a positive manner, communicating and working respectfully with co-workers, consistently delivering excellence in customer service, demonstrating appropriate job knowledge, following direction from leadership on assigned tasks, following established Safe Work policies and practices, following Manitoba Liquor & Lotteries' policies and procedures, meeting the established attendance expectations, meeting the productivity performance expectations and taking accountability for actions.

Secondary Qualifications:

- Bilingual (French/English) language skills.
- Basic computer skills in Microsoft Office (Word and Excel).
- Previous cash handling experience with the ability to handle large cash transactions.

**** Manitoba Liquor and Lotteries is committed to Diversity, Equity and Inclusion. We strive to hire a workforce that reflects the community we serve. Employment equity will be considered therefore applicants who identify as women, Indigenous people, members of racialized groups, and persons with a disability are encouraged to apply.*

If you require an accommodation at any time during the recruitment process, please let us know how we can meet your needs.

Salary: \$16.13-\$16.98
Bargaining Unit: UNIFOR
Location: McPhillips Station Casino

Individuals should apply by completing our online application form at www.mbll.ca/jobs or by submitting a resume and application to careers@mbll.ca

All applications are due by June 9, 2023.

We thank all interested applicants, however, only those selected for interviews will be contacted.