



Employment Opportunity

COUCHICHING BINGO PALACE

CARD AUDITOR

CONTRACT POSITION

GENERAL DESCRIPTION:

The Couchiching Bingo Palace Card Auditor is responsible for the overall safety, security, and distribution of bingo cards, event tickets, cigarettes, lighters, glue, tape, and dabbers.

QUALIFICATIONS:

1. Grade 12 or equivalent.
2. Previous experience in a gaming operation will be considered an asset.
3. Experience or formal education/training in finance is required.
4. Strong organizational skills, and computer skills in Microsoft Excel and Word.
5. Must possess proficiency to communicate effectively with management and suppliers.
6. Knowledge of First Nation Gaming will be considered an asset.
7. Must be bondable.
8. Must possess a valid driver's license with access to reliable transportation.
9. Must have a flexible working schedule to effectively tend to the needs of the Couchiching Bingo Palace which includes evenings, weekends, and on-call during the daytime to meet with suppliers.

APPLICATION INSTRUCTIONS:

Applications will be accepted until 4:00 p.m. CST, Tuesday, September 20th, 2019. Applications must include a current resume, cover letter, and three (3) employment related references (one of which must be from a current or recent supervisor) with permission to contact these references.

SUBMIT APPLICATIONS TO: Executive Director
Couchiching First Nation
RMB 2027, R.R. #2
Fort Frances, Ontario
P9A 3M3
Email: ecdev@vianet.ca
Fax: (807) 274-6458

For a complete Job Description, please contact Amanda French at (807) 274-8839.