

JOB TITLE: Maintenance Technician**REQUIREMENTS:** prefer 1+ years Maintenance experience**REPORTS TO:** CSMs, Maintenance & Facilities Supervisor, Executive Management, ownership

We are a family owned and operated business currently operating two casinos – The Famous Bonanza & Easy Street Casino – in Central City, CO, and maintaining our Pine Street Parking lot near Famous Bonanza Casino. Our Maintenance Technicians and Managers are responsible to preserve the good condition and functionality of premises. The goal is to maintain the buildings and common areas in the best possible condition. Shifts may be day shifts, mid-shifts, swing shifts or on-call for emergency purposes. Maintenance Techs and Manager are responsible for coordinating subcontractors as needed and must communicate these needs/gain approval from Management to do so except in emergency situations.

All Maintenance Technicians and managers must be able to safely lift up to 40 lbs, stand 95% of a 10 hour shift, write, speak, hear and see clearly. Lifting of heavier objects may be done in conjunction with other team members and with the use of tools/dolly's etc. as needed/required. Employee must have full cognitive abilities and focus at all times during their work hours so as to operate and make decisions as safely and as quickly as possible. Employees must be able to communicate via radio and cell phone as needed. Maintenance department members must be up to date on OSHA standards for all job duties.

Responsibilities include, but are not limited to:

- Survey buildings throughout the shift, inside and out, including the roof & HVAC units, and repair mechanical systems to ensure they are consistent with health and safety standards
- Maintain the cleanliness of the buildings – interior and exterior. Fill in as Porter/Housekeeping as needed to meet business needs.
- Perform maintenance of electrical systems (replace light bulbs and sockets, clean and repair circuit breaker panels etc.)
- Assist in the setup of ventilation, refrigeration and other systems and conduct repairs when necessary
- Maintain heating and plumbing systems to ensure functionality
- Inspect alarm systems (fire, protection) and schedule repairs when needed
- Perform manual repairs when necessary (fix locks, replace windows etc.)
- Undertake activities of pest control such as spraying insecticide
- Conduct general upkeep procedures (e.g. landscaping, shoveling snow) and other tasks as assigned (painting, carpentry, general building repairs, etc.)
- Input, complete and maintain work orders, assets and preventive maintenance into computerized maintenance management system
- Assist in budget preparation and ensure it is followed
- Communicate all progress of projects to Casino Shift Managers and Upper Management in conjunction with the Maintenance & Facilities Manager
- May be asked to drive personal vehicle to pick up Maintenance tools and supplies required to complete on-the-job tasks. Mileage reimbursed through Accounting procedures.

- Coordinate subcontractors as needed and with approval/communication with management and Upper Management/Building owners

Skills:

- Proven experience as maintenance technician and familiarity once trained on building layouts and systems, including HVAC systems.
- Basic understanding and capability of electrical, hydraulic and other systems
- Knowledge of general maintenance processes and methods
- Working knowledge of tools, common appliances and devices
- Manual dexterity and problem-solving skills
- Good physical condition and strength with a willingness to work overtime and adjust schedule as needed for the business

License and Certifications:

- Must be able to obtain and hold a CO Gaming License if requested by the business.
- Active Driver's License.

WORK ENVIRONMENT / PHYSICAL DEMANDS:

Work is predominately performed in a casino environment (indoor and outdoor) and occasionally performed in an office environment with possible exposure to chemicals, frequent equipment and slot machine noise, working near moving mechanical parts, fumes or airborne particles, working in all weather conditions, work with constant interruptions, and risk of electrical shock. The incumbent is often exposed to wet, humid conditions, extreme cold, extreme heat, vibration, and work in high and precarious places. This position requires strenuous physical work. The employee is regularly required to sit, stand, walk, talk, hear, see, use hands and fingers, reach with hands and arms, and climb, stoop, squat, kneel, crouch, crawl, perform repetitive motion, and repeatedly twist the upper body. The employee may occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this position include close, distance, color, and peripheral vision, as well as depth perception and the ability to adjust focus. Employee is required to maintain complete sobriety during shift hours, and if injured on the job may be drug or alcohol tested as part of our Workman's Compensation policies and procedures.

Porter/Housekeeping

Reports to: Casino Shift Manager; Maintenance & Facilities Manager

Job description

Summary Our goal as a business is to provide a clean, safe and fun environment for our guests to enjoy. It is every employee's responsibility to make certain that our casinos are kept clean and tidy for our customers to enjoy. If you see something that needs to be done to improve the condition of our facilities, you should take care of that task, unless otherwise occupied in the normal performance of your duties. This type of extra effort is mandatory if we are to succeed at our business. In addition, the Porter is responsible for the following duties:

All shifts must be able to lift up to 35 lbs, stand 95% of a 10-11 hour shift, write, speak, see and hear clearly. Employees must be able to speak conversational English to communicate with Management for essential job functions.

AM Shift:

- Vacuum all carpeted areas in the casino.
- Thoroughly clean and mop all restrooms.
- Fill ice in all soda machines at the beginning of your shift, and at the end of your day shift.
- Mop bar areas.
- Wipe down slot bases and stools, and between all slot machines.
- Dust machines.
- Spot clean all doors and windows, and other glass or mirrors as well.
- Sweep and pick up all trash from the floor and between machines on casino floor.
- Return used glassware to the bar as needed.
- Check restrooms hourly. Restock, clean, mop as necessary.
- Empty trash buckets between machines as needed.
- As time allows, polish brass, clean mirrors and dust around casino as needed.
- Clean stools with damp cloth during slow business periods.
- Check the "to-do" lists and initial tasks when completed.
- Prior to clocking out at the end of shift, make final check of the restrooms and customer areas, spot clean as necessary.
- Notify manager on duty of any safety hazards you have observed or items that need to be addressed.
- Set up next shift for success!

PM Shift:

- Spot clean all doors and windows, and other glass or mirrors as well.
- Sweep and pick up all trash from the floor and between machines on casino floor.
- Fill ice in all soda machines at the beginning of your shift, throughout the shift as needed, and at the end of your day shift.
- Return used glassware to the bar as needed.
- Check restrooms hourly. Restock, clean, mop as necessary & at end of shift.
- Empty trash buckets between machines as needed.
- As time allows, polish brass, clean mirrors and dust around casino as needed.

- Wipe down slot machines, bases and stools between all slot machines throughout the shift.
- Sweep and pick up all trash from the floor and between machines on casino floor throughout shift.
- Return used glassware to the bar as you make your rounds through the casino throughout the shift.
- Check restrooms at a minimum hourly. Restock, clean, mop throughout shift and right before shift change.
- Empty trash between machines as needed.
- Empty cigarette dispensers properly and safely throughout the shift.
- Maintain the sidewalks as needed throughout shift including but not limited to: spot-sweeping, picking up trash, snow removal & laying down salt to prevent ice buildup.
- Check the “to-do” lists and initial tasks when completed.
- Pull chairs and stools away from machines at closing.
- Thoroughly stock, clean and mop all restrooms.
- Empty all trash and remove to dumpster.
- After the bartender sweeps the bar areas and rolls the floor mats, the Porter should mop the bar areas.
- Prior to clocking out at the end of shift, make final check of the restrooms and customer areas, spot clean as necessary.
- Notify Casino Shift Manager of any safety hazards you have observed or items that need to be addressed.
- Set up next shift for success!

Job Types: Full-time

Pay: From \$19.00 per hour

Expected hours: 38 – 40 per week

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Health insurance
- Life insurance
- Paid time off
- Referral program
- Retirement plan
- Vision insurance

Schedule:

- 10 hour shift
- Afternoon shift
- Evening shift
- Every weekend
- Holidays
- Night shift
- Overtime