



VIRGIN ISLANDS CASINO CONTROL COMMISSION

POSITION VACANCY ANNOUNCEMENT FOR CASINO INSPECTOR I

Salary: \$42,000

Classification: Exempt

Location: St. Croix, U.S. Virgin Islands

Position Summary: Pursuant to the Virgin Island Casino and Resort Control Act of 1995, as amended, as codified at V.I. Code Ann. tit. 32 § 401 *et seq.*, the Virgin Islands Casino Control Commission (“Commission”) is mandated to license and regulate all casinos and casino hotels, their owners and operators, employees, vendors, and any others involved in the casino industry of the U.S. Virgin Islands to ensure that all meet the legal requirements of good character, honesty, and integrity. Under the direction of the Chairman/Chief Executive Officer and other designated authority, the **Casino Inspector I** performs daily duties and responsibilities by observing and verifying the operation of casino activities, including but not limited to, casino floor layout, games, personnel, patrons, and other areas of the casino and the casino hotel relating to casino operations.

Examples of Duties: Using a working knowledge and understanding of 32 V.I.C. § 401, *et seq.* and the rules and regulations promulgated thereto, serves as the contact person for the Commission at the casino hotels and interacts with and assists staff and patrons; observes and verifies that rules of the table games are adhered to by casino employees and patrons; monitors, inspects, and observes slot machine movements, procedures, payoff, and activities to ensure compliance with legal standards and internal control procedures; observes and ensures that cage, count room, and surveillance operations comply with legal standards and internal control procedures; observes and ensures that the table games and slot drops are appropriately done and that drop boxes are transported safely to the count room; observes and verifies the table games and slot counts; verifies table inventory discrepancies over \$100; observes and ensures that all slot machines are tested and inspected by the V.I. Division of Gaming Enforcement (“DGE”) and grants the approval by affixing gaming seals prior to use; inspects table game equipment and reserves and grants approval prior to use; maintains control of all dual control keys removed from a secured location; verifies that casino employees possess valid licenses and display badges properly; documents patron complaints and disputes regarding application of game rules and games operations not resolved by casino staff; certifies and examines all gaming revenues and records and maintains, updates records and logs, and prepares a variety of reports; performs daily administrative functions; participates in Commission meetings and hearings; performs such other duties as prescribed and delegated by the Chairman/CEO or the designated authority.

Qualifications (minimum): Must hold a high school diploma or equivalent. Must be at least 21 years of age. Must possess a valid U.S. Virgin Islands driver’s license. Must have basic computer skills and administrative abilities. Must be able to read, write, speak, understand, and

communicate in English proficiently to perform the duties of this position. Must pass a criminal background check and a drug test.

To Apply: Submit, by email, a detailed letter of interest, resumé, contact information and three (3) job references to Marvin L. Pickering, Chairman/Chief Executive Officer, Virgin Islands Casino Control Commission, mpickering@casinocontrolcommission.vi.

Position open until filled.

THIS JOB ANNOUNCEMENT IS NOT INTENDED TO BE ALL-INCLUSIVE. THE EMPLOYEE MAY PERFORM OTHER RELATED DUTIES TO MEET THE NEEDS OF THE VIRGIN ISLANDS CASINO CONTROL COMMISSION. THE VIRGIN ISLANDS CASINO CONTROL COMMISSION IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER.