



# MOAPA BAND OF PAIUTES

MOAPA RIVER INDIAN RESERVATION

P.O. BOX 340

MOAPA, NV 89025

Telephone: (702) 865-2787

Fax: (702) 865-2875

## JOB ANNOUNCEMENT

**Title:** Security Guard  
**Supervisor:** Plaza Director  
**Salary:** \$12.00 hr.  
**Status:** Full-time

**Opens:** February 24, 2020  
**Closes:** March 13, 2020

### Job Summary:

To observe and protect the Moapa Paiute Travel Plaza assets, as well as observe and report hazards, illegal activity, abuse, or other violations in the daily operation of the Casino and Travel Plaza.

### Duties:

1. Safeguard assets of Moapa Paiute Travel Plaza.
2. Investigate customer and employee disputes.
3. Witness entry into gaming machines for maintenance.
4. Write preliminary and follow-up reports with recommendations.
5. Interact professionally with casino and travel plaza employees, as well as general public.
6. Maintain up-to-date knowledge of tribal, state, and federal ordinances, laws, and regulations governing the tribal gaming operation.
7. Prepare investigative reports for court officers, gaming authorities, and law enforcement officials.
8. Maintains awareness of possible situations, which could compromise the safety of the casino, travel plaza patrons, and employees.
9. Monitor the interior of the establishment.
10. Detect signs of intrusion and criminal acts (interior/exterior).
11. Safeguard property against vandalism.
12. Report mishandled cash, charge cards, identification cards, and criminal violations.
13. Notify appropriate supervisory staff and/or other emergency personnel (Police/Fire/EMT).
14. Other duties as assigned or as required.

### Requirements:

- Must be over 21 years of age.
- Must be dependable
- Must be able to qualify with a firearm.
- Must possess a high school diploma or GED.
- Must demonstrate friendly, service oriented and responsible attitude.
- Must be able to follow verbal and written instructions of supervisor.

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**Applications available/accepted at:** Moapa Band of Paiutes, 1 Lincoln Street, P.O. Box 340, Moapa, NV 89025  
Indian Preference Per Section 703(i) of Title VII of the Civil Rights Act of 1964, as amended

- Must be able to communicate effectively verbally, in writing and in preparing documents using proper grammar for use by law enforcement, court proceedings and tribal officials.
- Must have the ability to establish and maintain effective work relationships.
- Must be able to think and act quickly in emergencies, contacting surveillance, and tribal law enforcement.
- Must be able to exercise sound judgment in the evaluation of situations and in making decision in accordance of law enforcement agencies.
- Must learn, interpret and understand applicable laws, ordinances and department rules and regulations.
- Must be able to maintain confidentiality at all times.
- Must be willing to work various shifts as needed.
- Must be willing to work a flexible schedule including evenings, weekends, and holidays.
- Must pass pre-employment alcohol and drug screening.
- Must pass pre-employment background investigation.

Preferences:

- One (1) year of investigative experience.
- Knowledge of security equipment and its use (firearm & handcuffs).
- Knowledge of policies and procedures, as well as strategies to promote effective local, state, and tribal security operations.
- Experience supporting Special Events.
- Possess a valid Driver License and be insurable through tribal insurance.