



2700 Orchard Hwy.  
Manistee, MI 49660

### JOB POSTING 25-1448

JOB TITLE	EVS Cleaner	DEPARTMENT	Facilities
SUPERVISOR	EVS Supervisor	JOB GRADE	UNEVSC \$15.00
SUPERVISORY RESPONSIBILITIES	None		
STATUS	1 Full Time		
EXEMPTION	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt	REVISION DATE	12/12/2023

*Indian Preference is applicable in accordance with Ordinance #15-600-02*

*"This is a represented position"*

#### SUMMARY:

Promotes cleaning and janitorial services for the Little River Casino Resort.

Assist and do what you and your department can to create a fun, exciting entertainment experience for our guests and engaging, inclusive, supportive work environment for our team members.

#### MINIMUM NECESSARY QUALIFICATIONS:

##### Education:

- None

##### Experience:

- Experience working with a Tribally run casino and/or resort preferred

##### Age Requirement:

- At least 18 years of age

#### SKILLS AND ABILITIES:

- Basic organizational, written, and verbal communication skills
- Basic professional telephone etiquette
- Guest service, interpersonal and teamwork skills necessary to maintain quality service delivery
- Accurate and detail-oriented
- Basic problem-solving skills
- Maintain high confidentiality
- Independently manage multiple tasks in a professional manner
- Ability to work independently with minimal supervision
- Ability to work cooperatively with all departments
- Ability to operate cleaning equipment
- Ability to safely use hazardous cleaning materials and dispose of bio- hazardous waste

#### CONDITIONS OF EMPLOYMENT:

Conditions of employment with Little River Casino Resort include passing a pre-employment drug test excluding marijuana, passing Resorts background check to meet the employment eligibility requirements as they pertain to the position and successfully completing a 90-day introductory period.

Individuals must not have been charged or released from employment or involved in anything which could be considered a liability to the Resort, e.g., harassment, theft, violence, or integrity issues.

#### **Knowledge, Competences, and Talents:**

- Accountable - Accept responsibility and account for actions
- Collaborate - Ability to work with team members and management team to improve the gaming environment and continue to create a fun and exciting entertainment culture for our guests
- Communication – Clearly, concisely, and professionally use verbal and written skills with guests, team members, management team and vendors
- Guest Orientation - Establishes and maintains long-term guest relationships, building trust and respect by consistently meeting and exceeding expectations in a professional and ethical manner
- Confidential - Will maintain and abide to the highest standards of confidentiality pertaining to team member, department, LRCR, and guest information
- Detail Oriented – Ability to pay attention to the minute details of a given project or task
- Diversity – Work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type
- Emotional Intelligence - Able to keep your emotional intelligence skills present and accessible, including thought and emotion control, emotional barriers, a flexible mindset and be conscious of and in alignment with the organization's core values
- Empathetic – Appreciates and sensitive to the feelings of others
- Ethical - Demonstrates conduct conforming to the highest-level set of values and accepted standards
- Interpersonal skills - Able to work effectively with guests, team members, management team, and vendors
- Judgment - Makes well-reasoned and timely decisions based on careful, objective review and informed data
- Organized – Possesses the trait of being organized and follows a systematic method of performing a task
- Policies & Procedures - Demonstrates thorough, accurate, working knowledge and supportive attitude of all organizational policies, procedures, guidelines, and systems
- Problem Solving – Understands and identifies existing and potential departmental problems / issues by obtaining relevant input, information and data and objectively evaluates and develops recommendations, develops, and evaluates alternative course of action, selects correct course, and follows up
- Professional Attitude – Value, motivate and appreciate each individual you interact with in your office, your department(s), the Casino, the community and all of our guests
- Reliable – Is dependable and trustworthy
- Respectful and Honest / Acts with Integrity - Is truthful and credible in the workplace with team members, management team, guests, and vendors

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Assists co-workers as necessary.
- Stores and maintains all equipment in proper fashion.

- Answers all guest questions in a respectful and professional manner.
- Exhibits a good attitude towards guests and fellow team members.
- Obtains assigned duty station from designated supervisor at start of work shift.
- Participates in creating and maintaining a high-quality work environment.
- Participates in department meetings.
- Operates cleaning equipment.
- Responsible for performing the following duties (included but not limited to):
  - a. Emptying garbage and ensuring proper liners are in receptacle
  - b. Cleaning between slot machines: washing ledges, removing paper, cleaning ashtrays and takes cans/bottles to end caps of machines
  - c. Keeps floors clean and clear
  - d. Cleans and polishes slot machines
  - e. Uses provided biohazard kits with caution to clean up/move bodily fluids. Places all biohazardous materials in a bag and deposits in bio-waste can
  - f. Stocks and cleans bathrooms
  - g. Completes extra duties as assigned
- Must satisfactorily complete all training assigned by the Resort.
- Must adhere to the safety rules and regulations of the Little River Casino Resort and of the Facilities department.
- Must be aware of and adhere to the emergency and evacuation procedures.
- Must be aware of and adhere to the Resorts Health & Safety Program.

#### **PHYSICAL DEMANDS:**

While performing the duties of this job, the team member may be required to frequently stand, walk, sit, bend, twist, talk, hear, and perform repetitive motions. Must be able to perform repetitive hand and wrist motions. The team member must occasionally be able to push, pull, grasp, lift and/or move up to 50 pounds. Any lifting and/or moving over 50 pounds needs to be done in a team lift. Must be able to climb a 6 ft. ladder. Specific vision abilities required by this job include reading, document, computer, distance, and color vision. Talking and hearing are essential to communicate with team members, vendors, and guests in individual, department, small and/or large group meetings. Communication in face-to-face discussions, telephone, emails, and other electronic ways required.

#### **WORKING ENVIRONMENT:**

A working environment is the setting, social features, and physical conditions in which a job is performed. The general working environment for the Resort is office, gaming floor, food outlet, hotel and convention/entertainment center including flashing lights, frequent loud noises, and a smoke-filled environment. Must be flexible with work schedule for any hours and/or shift, as assigned, according to business needs. Occasional overtime required. Occasionally must deal with angry or hostile individuals. Must be able to hear and speak with team members, vendors, and guests. High volume direct public contact. Must handle hazardous materials.

#### **DISCLAIMER OF EMPLOYMENT:**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job description. It shall govern all positions as defined in the Team Member Handbook. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

All Little River Casino Resort Team Members are responsible to ensure they are in compliance with Little River Casino Resort Policies and Tribal Gaming Regulations.

#### **ACKNOWLEDGMENT:**

I have reviewed the content and description of the above listed position and have been provided a

copy of the description. I certify that I am able to perform the essential functions of this position as outlined in this description, with or without reasonable accommodation.

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Team Member Name Sign & Print

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Date

**POSTED: 04/16/2025**

**REMOVE: Until Filled**