

# PARAGON CASINO RESORT

## Job Description

### Event Security

|                       |          |                    |                            |
|-----------------------|----------|--------------------|----------------------------|
| <b>Department:</b>    | Security | <b>Reports to:</b> | Vice President of Security |
| <b>Job Code:</b>      | FAC04    | <b>License:</b>    | Non-Gaming                 |
| <b>Position Code:</b> | OF005    | <b>Costing:</b>    | 700 7000 7014              |
| <b>Pay Grade:</b>     | N7       | <b>Date:</b>       | 4/25/2023                  |
| <b>EEO-1 Code:</b>    | 7        |                    |                            |

#### **SUMMARY:**

Responsible for ensuring the safety and security of patrons, associates and performers for all events. Responsible for the exterior perimeter of the Mari Center. This being accomplished through high profile visibility, diligent and mobile patrol.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Monitor the event-ability to recognize security threats, ensure that the rules are being followed and help provide a sense of protection for attendees and staff.
- Maintain order- directing foot traffic, helping lost people, and/or assisting in disturbances.
- Escort attendees out of the event, making sure people do not re-enter when they are not supposed to or assisting someone with health problems to a safe area.
- Respond to an Entertainer, guest or associate requests for service, assistance or information.
- Handles guest complaints in a courteous manner.
- Alert the Security Manager of circumstances that require investigation.
- Conducts routine safety inspections of the venue before and after every event, reporting any problems or maintenance needs to management.
- Patrol the exterior grounds of the venue to ensure the protection of the Entertainer and their vehicles.
- Position will not be authorized to have access to areas of the gaming facilities or

operation that can only be accessed by individuals that have specific job duties and responsibilities in that area and are Licensed by the Tunica-Biloxi Tribal Gaming Commission and Certified by the State of Louisiana – Indian Gaming Unit.

- Position will not have access to sensitive or privileged information, including but not limited to, casino personnel files, financial records, or access to documents generated by the Tunica Biloxi Tribal Gaming Commission and/or the State of Louisiana.

***Paragon Casino Resort requires all Associates to consistently:***

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- Exceed Guests expectations with quality and friendly service.
- Treat all Associates and Guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.
- Comply with company performance standards and departmental policy and practices.
- Demonstrate pride and professionalism for the property, its goals and the Associate Pledge.
- Support training and development for all Associates.
- Communicate and share ideas, concerns and explain “Why” behind decisions.
- Maintain a consistent, regular attendance record.

**REQUISITE QUALIFICATIONS:**

The requisite qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:** High school diploma or general education degree (GED) required. One year of experience as a Security Officer or Police officer.

**Qualifications:** Excellent communication skills required. Must possess a valid commercial driver’s license with passenger endorsement from the State of Louisiana, as well as a good driving record.

**Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.**

**Language Skills:** Ability to relate effectively in one-on-one situations with guests and other Associates of the company.

**Mathematical Skills:** Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

**Reasoning Ability:** Ability to apply commonsense understanding to carry out a variety of instructions furnished in written, oral or diagram form.

**Physical Demands:** The physical demands described here are representatives of those that must be met by an Associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the Associate is regularly required to talk or hear. The Associate is occasionally required to stand; walk; sit; and use hands to finger, handle, or feel objects, tools, or controls. The Associate is occasionally required to reach with hands and arms, and to sit; climb or balance; and stoop, kneel, crouch or crawl.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust to focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an Associate encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Associate is regularly exposed to outside weather conditions.

The noise level in the work environment is usually moderate, but at times, can increase to loud.