



Saskatchewan Indian Gaming Authority

Bear Claw Casino

Whitebear



| Job Title | # of Positions | Competition Information | Salary | Close Date |
|-----------------------------|----------------|-------------------------|-------------------------------|------------------|
| Restaurant & Bar Supervisor | 2 Full Time | 09-BCC-F&B-18 | \$19.35 - \$24.18 Per hour | Open Competition |

Sharing Success.....through the provision of superior gaming operations services. With gross revenues in excess of 100 million dollars annually. SIGA is Saskatchewan's largest and most successful employer of First Nations people. SIGA is currently looking for creative, motivated, passionate and energetic individuals to join the team.

Statement of Competencies

- Education:** Successful completion of Grade twelve or GED or a combination of relevant education, training and/or experience. Successful completion of Food Safe Certificate.
- Experience:** Significant experience in Food and Beverage operations. Experience assisting with recruitment, training and coaching staff while in a supervisor role.
- Knowledge:** Knowledge of SIGA's mission, vision, guiding principles and business values. Knowledge of First Nations culture, values, beliefs, traditions and protocols. Knowledge of restaurant operations including food and labour costing, projects, scheduling and projections. Knowledge of provincial legislation and regulations and accountability for work.
- Skills and Abilities:** Participates effectively as a team member to help define and work towards team goals. Demonstrates reliability by taking personal responsibility and accountability for work. Excellent communication skills. Take personal responsibility for providing excellent customer service. Demonstrates excellent problem solving skills. Must be highly organized individual with the ability to handle numerous tasks at any one time.
- Personal Suitability:** Positive attitude Reliable Innovative
Adaptable Stress tolerance Attentive
- Conditions of Employment:** Must consent to a background check in order to qualify for a Gaming License. Must obtain and maintain a gaming employee certification of registration from the Saskatchewan Liquor and Gaming Authority (SLGA) . Must be 19 years of age or older.
- Other Information:** Willing to work shift work including evenings and weekends. Must be able to stand and walk for long periods of time. Ability to work in an environment that is exposed to tobacco smoke and high noise level Ability to lift up to 10 kg.
- Main Duties:** Reporting to the Food and Beverage Manager, the Restaurant and Bar Supervisor is responsible for the day to day supervision of restaurant and lounge employees; Directs activities in Restaurant/Lounge; Provides general orientation and training to all staff; Responsible for the development of departmental schedules; Deals with disciplinary actions up to the point of suspension; Ensure accurate daily cash reports and ancillary responsibilities; Responsible to ensure accurate employee performance appraisals and evaluations meet SIGA Performance Evaluation policy and requirements; Order, receive and maintain daily and monthly supplies as required; Resolve all customer complaints and complaints with respect to the restaurant and lounge; Responsible for all related administrative duties; Performs other duties as assigned by the Food and Beverage Manager.

SIGA offers a competitive compensation and benefits plan. Preference will be given to qualified First Nations persons (Human Rights Exemption # E95-29). Consideration will be given to those submitting an updated resume and cover letter quoting competition:

09-BCC-F&B-18 R&B Supervisor

Mail resume to:
Bear Claw Casino
Human Resource Department
P.O. Box 1210
Carlyle, SK S0C 0R0

Fax to:
(306) 577-4899

Email to:
BCC_HR@siga.sk.ca

We thank all applicants and wish to advise that only those individuals that have been selected for an interview will be contacted.

