
Casino Manager Resume

Job Objective

To obtain a position as Casino Manager with a small but dependable company where my experience can be beneficial in the growth of company.

Highlights of Qualifications:

- Exceptional experience in managing casino personnel for various business operations
 - Remarkable knowledge of Slot Data System and data entry
 - Profound knowledge of all casino operations and company regulations for same
 - Ability to learn new software and maintain professional relationship with staff members
 - Ability to maintain confidentiality of all information
 - Sound communication skills in both oral and written forms
 - Ability to multitask and prioritize work
 - Solid understanding of math
 - Proficient to work long hours and any time of the day
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Professional Experience:

Casino Manager
Gold River Casino, Enterprise, AL
October 2008 – Present

- Developed and analyzed all casino operations and reviewed activities for casino productivity.
- Developed casino policies and objectives and ensured optimal level of returns on investment.
- Prepared and evaluated all documents in collaboration with staff members and recommended required changes.
- Managed and provided timely response to all guest issues and evaluated signs of guest on documents.
- Collaborated with various department managers for various external functions.

Casino Assistant Manager
Belterra Casino Resort & Spa, Enterprise, AL
August 2003 – September 2008

- Provided optimal customer services to guests coming to casino.
- Maintained and prioritized all office tasks and ensured achievement of casino goals.
- Monitored all inventories and casino fund and prepared shift reports.
- Prepared everyday reports and performed regular audit on all casino payroll records.
- Maintained efficient office supplies at all times and ordered same if required.
- Monitored and processes all casino invoices and performed audit on retail cost.

Casino Operations Coordinator
Dover Downs Hotel & Casino, Enterprise, AL
May 1998 – July 2003

- Maintained all operations for slot dispatch area and ensured all activities performed as required.
 - Managed and received all incoming calls and slot service requests and prepared reports for same.
 - Provided appropriate answers to general inquiries within required timeframe.
 - Participated and scheduled all employee meetings.
 - Recorded and maintained log of service dispatch.
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Education:

Bachelor's Degree in Casino Management
Thomas Jefferson University, Philadelphia, PA

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