



MESCALERO APACHE TRIBE JOB ANNOUNCEMENT

Position Title: Surveillance Technician
Department: Mescalero Apache Tribal Gaming Commission
Employment Status: Full time **Grade:** NE8 **Starting pay:** \$18.03 per hour
Shift hours: 7am – 3:30pm M-F with on call requirements after hours and weekends.
Opening date: 11/12/2024 **Closing date:** Until filled

Job Summary

Ensures that camera coverage, video retention, overall system operation meets internal control standards, regulations and laws for Gaming areas. Ensures all equipment is operating properly for all areas. Installs cameras and components needed for cameras to operate, and makes adjustments as needed. Performs routine maintenance, tests, checks for any malfunctions and records events, occurrences and incidents using a computer and database software; fills out work orders; notifies immediate Supervisor/Management of incidents.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks, which may be assigned to this position.

Duties and Responsibilities

- Proficient in installing and maintaining cameras, peripherals, and system components.
- Troubleshoots to locate source of malfunction/defects for all areas to include but not limited to hardware/software components.
- Examines repairs or replaces parts and/or equipment for defects, adjusts controls to obtain desired density, linearity, and focus; tests voltages and resistances of circuits.
- Accesses areas that include crawl spaces, ceilings, roofs, etc.
- Knowledge of network protocols and security standards.
- Ability to work independently with little or no supervision.
- Excellent attention to detail to ensure accurate monitoring and recording of surveillance system.
- Experience with CCTV and IP cameras.
- Familiarity with National Electrical Code (NEC) regulations related to installation of Surveillance equipment and systems.

Minimum Qualifications

- High School Diploma or GED.
- Must be 21 years of age or older and have a valid NM driver's license.
- Surveillance/Regulatory/Gaming experience helpful but not required. One year related experience preferred. Computer and database skills required.
- Must successfully pass a pre-employment drug/alcohol screen and background investigation.
- Must pass Criminal Justice Information Services (CJIS) Security Awareness training annually.
- Must possess, or be able to attain, a Class III Gaming License that is current and in good standing.

Tribal preference and Native American Indian preference shall apply to all positions.

Knowledge, Skills and Abilities

- Strong communication skills for collaborating with Team Members.
- Ability to read and interpret documents such as policies, procedures, internal control standards safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write correspondence and to speak effectively to employees and management of an organization.
- Knowledge of business English, proper spelling, grammar, and punctuation.
- Ability to add and subtract two digit numbers; Ability to multiply and divide for measurements, volume, and distance.
- Basic computer skills preferred, individual should have ability to learn all aspects of system software/hardware.
- Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
- Ability to represent the organization in a professional manner, building respect and confidence in the community.
- Ability to gather data, compile information, and prepare reports.
- Ability to maintain strict confidentiality.
- Ability to handle multiple tasks and meet deadlines.
- Ability to carry out instructions furnished in verbal or written format.

Physical Demands

The physical demands described here are representative of those that a required for an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to stand, walk, reach with hands and arms, balance, stoop, kneel, crouch, and crawl. Employee must be able to climb ladders from 6ft. to 25ft, and be able to use a man lift/boom and bucket truck. Employee must be able to lift and/or move up to 50 pounds or more. The employee must have ability to hear radio and respond. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust and focus cameras. Employee will be required to work in confined spaces to include crawl spaces, ceilings, and roof areas.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderate to loud. Very cool climate, area temperatures maintained at 60 to 65 degrees. Casino/Resort/DVR Rack room environment; occasionally outdoors in all types of weather, and heights from 6ft. to 250ft.