

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 6665700

Gaming Operations Inspector, Grade 14 6665700
Senior Gaming Operations Inspector, Grade 17 6665710
Supervising Gaming Operations Inspector, Grade 21 6665730

Brief Description of Class Series

These positions examine State Class III and State-Tribal Compacts or commercial gaming and wagering operations on a 24 x 7 basis. Gaming Operations Inspectors conduct on-site evaluations of gaming sites, monitor gaming activity, and enforce Internal Controls and gaming regulations. The positions examine patron complaints, question witnesses, prepare written reports, maintain surveillance and obtain information necessary to ensure compliance with gaming laws, rules, and regulations.

The positions are in the non-competitive class and are located only in the Gaming Commission.

Distinguishing Characteristics

Gaming Operations Inspector: full performance level; review and monitor gaming operations, prepare reports on compliance checks, and report significant findings to higher level staff for further action.

Senior Gaming Operations Inspector: supervisory level; serve as lead gaming operations inspector on an assigned shift, and train, develop, and supervise Gaming Operations Inspectors. May be required to act as a Supervising Gaming Operations Inspector in absence of the Supervising Gaming Operations Inspector.

Supervising Gaming Operations Inspector: supervisory level; supervise a team of Gaming Operations Inspectors, and Senior Gaming Operations Inspectors.

Illustrative Tasks

Gaming Operations Inspector: inspect gaming operations premises, table games and slot machines, equipment, and daily records; research and understand all aspects of slot machine functions and mechanisms, as well as all class III table game rules, regulations, pay outs, and procedures; verify the proper functioning of slot machines

including the confirmation or observation of gaming manufacturer codes printed upon the Electronic Programmable Read Only Memory Chips following jackpots; verify the compliance of gaming operations, with provisions of State Law, compacts or regulations through audits and employee interviews; attend slot machine drops to observe the removal of hot slot cash boxes including proper procedures; conduct investigations and procure copies of records and documents from gaming venues; perform badge checks of employees in order to verify gaming license statuses; analyze the adequacy and effectiveness of internal operating controls; review crimes including gaming and non-gaming/unusual behavior, and alert proper authorities as required; prepare technical reports identifying operational issues and summarizing patron counts, incidents, and badge checks; and, recommend changes to improve internal controls for specific gaming venues.

Senior Gaming Operations Inspector: perform all the duties of the Inspector plus the more difficult gaming inspection assignments such as compliance checks or patron issues; supervise or train new Gaming Operations Inspectors on inspection techniques and processes; and perform the same duties as described for Gaming Operations Inspector.

Supervising Gaming Operations Inspector: direct the fieldwork of investigative teams; oversee staff questioning of witnesses and complainants; authorize the surveillance of gaming operations or persons to enforce gaming laws, compacts and regulations; and perform the full range of staff supervisory responsibilities such as scheduling staff on various shifts and conducting performance reviews.

Minimum Qualifications

Gaming Operations Inspector

Non-competitive: three years of experience* in a position enforcing gaming regulations where you are primarily monitoring gaming activity between the public and casino staff or involving investigations and the preparation of information and evidence useable in civil litigation or criminal prosecution.

Senior Gaming Operations Inspector

Non-competitive: four years of experience* in a position enforcing gaming regulations where you are primarily monitoring gaming activity between the public and casino staff or involving investigations and the preparation of information and evidence useable in civil litigation or criminal prosecution.

Supervising Gaming Operations Inspector

Non-competitive: five years of experience* in a position enforcing gaming regulations, including two years of supervisory experience, where you are primarily monitoring gaming

activity between the public and casino staff or involving investigations and the preparation of information and evidence useable in civil litigation or criminal prosecution.

*Substitutions: Any associate's degree may substitute for up to one year of the required experience; any bachelor's degree may substitute for up to two years of the required experience. The following specialized degrees may substitute for two years of the required experience for an associate's degree, or three years for a bachelor's degree or higher: accounting; forensic accounting; forensic science; economic crime management; auditing; business administration; public administration; criminal justice; criminal justice administration; criminal investigation; police studies; public justice; law enforcement; police science.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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