



EXEMPT RECRUITMENT ANNOUNCEMENT

Gambling Special Agent 1 In-Training

Salary:	Gambling Special Agent 1 In-Training - \$3,213 to \$3,819 per month (Range 44)
Recruitment Number:	09-EMS-GR
Location:	This recruitment will be used to fill vacancies as they occur throughout Washington State.
Opens:	October 19, 2009
Closes:	Open Continuous

Special Note:

The WSGC anticipates hiring six (6) special agent positions in the next few months. These positions will be time-limited (last for one or two years). We do not yet know the geographical location of these positions.

The Washington State Gambling Commission (WSGC) is seeking qualified candidates to fill Gambling Special Agent positions as vacancies occur in various divisions located in Washington.

The Gambling Special Agent 1 In-Training is an entry level position. Advancement to a full Gambling Special Agent is achieved upon successful completion of the training components.

This **full-time, civil service exempt** position is a commissioned law enforcement officer and is responsible for conducting regulatory and law enforcement investigations to ensure gambling laws and rules are followed. You will also conduct onsite visits to licensed gambling facilities, perform in-depth evaluation of gambling and financial records, analyze accounting controls, investigate complaints and criminal activity involving and relating to gambling and take appropriate criminal and administrative actions. Some of the premises you visit may be in high crime areas.

If hired, you will be expected to effectively patrol all portions of your assigned area and be capable of making appropriate criminal and administrative arrests. You will work primarily alone and occasionally in teams.

ABOUT WSGC

Created by the state Legislature in 1973, the Washington State Gambling Commission is a law enforcement, licensing and regulatory agency. The WSGC is a non-appropriated agency funded through licensing and regulatory fees paid by licensees and tribal governments.

OUR MISSION . Protect the public by ensuring gambling is legal and honest.

OUR VISION . We will maintain confidence by:

- Conducting a fair and effective gambling regulatory and enforcement program

- Investigating illegal activities
- Building positive partnerships and relationships
- Providing a workplace that allows employees to excel at their jobs
- Anticipating and responding to the evolving gambling industry

OUR VALUES . Integrity, Professionalism, Respect and Diversity

To learn more about our agency, we invite you to visit our website at <http://www.wsgc.wa.gov>.

BENEFITS

The state of Washington offers a comprehensive, competitive benefits package to match the needs of its diverse workforce, including:

- Medical, dental, and vision insurance, as well as basic life and long term disability insurance plans for employees and their family. Additional insurance coverage is available at special group rates.
- Leave benefits include 12-22 days of vacation per year; 11 paid holidays, and 12 days of paid sick leave per year.
- A state retirement plan, as well as a Deferred Compensation program for tax-deferred retirement investment.

In addition, Gambling Special Agents have the following benefits:

- Agency furnished equipment, including a vehicle and firearm.
- Flexible work schedule of 160 hours within a 28-day work period.
- Paid law enforcement training and broad developmental opportunities, including a tuition reimbursement program and veteran\$ on-the-job training program.

CONDITIONS OF EMPLOYMENT

A Gambling Special Agent is a commissioned law enforcement officer of the state of Washington and must have the highest level of integrity and ethical conduct. Gambling Special Agents should also have the following competencies: Analysis and Judgment, Adaptability and Flexibility, and Tact and Diplomacy.

Gambling Special Agents must meet ALL of the following:

- Be a United States citizen
- Posses a valid Washington State driver\$ license
- Have no felony convictions
- Have no misdemeanor convictions related to controlled substances, theft, moral turpitude, fraud, larceny, or crimes of violence within the last five years
- Have not been convicted of any crime associated with domestic violence
- Have no DUI convictions within the last three years, or a substantial accumulation of driving violations which indicates a disregard for rules and regulations
- Have no use or possession of illegal narcotics or controlled substances, as follows:

- Drug Free . No use of any drugs within the three year period immediately preceding appointment
 - Marijuana . No use within the three year period immediately preceding appointment and use limited to experimentation
 - Amphetamines, Cocaine, and Opiates . No use within the five year period immediately preceding appointment and use limited to experimentation
 - Hallucinogens . No use within the ten year period immediately preceding appointment and use limited to experimentation
- Refrain from excessive alcohol consumption
 - Be able to legally acquire and possess firearms and ammunition
 - Be willing and able to make an arrest and handle suspected violators
 - Be willing and able to carry and use a firearm in a safe and appropriate manner, and maintain firearm qualification standards
 - Successfully complete the Washington State Criminal Justice Training Commission Basic Law Enforcement Academy (CJTC BLEA) within the first 18 months of employment*
 - Successfully complete the Gambling Commission's Use of Force training program within the first 45 days of employment
 - Adhere to agency policy of prohibiting employees from serving as officers or managers of any corporation or organization that conducts a lottery or gambling activity, including tribal gambling activities. Employees may not gamble in tribal gambling activities or any gambling licensed activities.
 - Pass a pre-hire [Physical Ability Test](#)
 - Be willing to undergo and able to pass an extensive background investigation, which includes a criminal records check, credit check, and fingerprinting.
 - Be willing to undergo a post offer polygraph examination and psychological evaluation

**Note: The requirement for the Washington State CJTC BLEA must be met either prior to employment or within 18 months of hire. If commissioned before employment, the applicant must not have had a break in law enforcement employment for more than two years at the time of appointment. Applicants may request to substitute another state's law enforcement academy. These requests will be reviewed by the Washington State CJTC. Upon approval of the substitution, the applicant will be required to successfully complete the Equivalency Academy with 18 months. Law enforcement reserve academies will not substitute for either above.*

DESIRABLE QUALIFICATIONS

- A Bachelor's degree involving major study in criminal justice, accounting or finance, public or business administration, or closely related field.
- Completion of the Criminal Justice Training Commission Basic Law Enforcement Academy, or equivalent.
- Experience with auditing, accounting, law enforcement, fraud investigations, or conducting regulatory investigations with local, state, and federal agencies, and tribal governments.

- The core competencies for all Gambling Commission employees are Communication, Relationship Building and Influence, Customer Focus, Ethics and Integrity, Diversity, Accountability, and Initiative.

HOW TO APPLY

E-mail is the preferred method of submitting application materials and will be used as the primary method of communication throughout this process.

E-mail application materials in **MS Word or PDF format** to: Recruitment@wsgc.wa.gov with a subject line of **09-EMS-GR**.

Candidates must submit all requested materials in order to be considered. It is the applicant's responsibility to ensure the packet is received.

To apply for this recruitment, you must submit all of the following application materials:

- A cover letter (no more than two pages) describing your skills and experience as they relate to the Desirable Qualifications outlined in this announcement;
- A [Washington State Gambling Commission Employment Application](#); **Please indicate on application the cities and counties in which you are willing to work. Some positions require that you reside within the areas you serve.**
- A list of three references, including one supervisor, with current telephone numbers and addresses.
- A copy of your college transcripts if you indicated you possess a degree.

Note: The act of submitting application materials is considered affirmation that the information provided is complete and truthful. If materials are submitted electronically, applicants do not need to sign the application. WSGC may verify the information you provide.

If e-mailing the application materials is not possible, please mail or fax required materials to:

Attn: 09-EMS-GR

Washington State Gambling Commission
Human Resources & Training Division
P.O. Box 42400
Olympia, Washington 98504-2400

OR

Fax: (360) 486-3624

If you have questions, please contact Christie Harris at (360) 486-3459.

The Washington State Gambling Commission is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability needing assistance in the application process, or those needing this announcement in an alternate format may call the Human Resources & Training Division at (360) 486-3459 or (360) 486-3637 (voice/TDD).