

*Being an Equal Opportunity Company has a*

## **VACANCY**

**Job Title:** Surveillance Officer  
**Department:** Surveillance  
**Reporting to:** Surveillance Shift Manager, 2nd Surveillance Manager

**Job Purpose:**

- Monitor all casino and hotel operations through CCTV to ensure compliance with internal policies, gaming regulations, FIA obligations, and to protect assets, customers, and employees from illegal or unethical Activities.

**Minimum Requirements:**

- Namibian citizen or permanent resident
- At least 2 years' experience in hotel and casino surveillance, casino (preferably tables) or law enforcement
- Knowledge of the Casino and Gambling House Act and the Financial Intelligence Act
- Excellent attention to detail and analytical skills.
- Minimum qualification: Grade 12 (Passed)
- Criminal record: No previous convictions or currently under investigation - Police clearance required
- Ability to work shifts including night shifts, weekends and public holidays

**Key Areas of Responsibility:**

- Monitor live and recorded footage from surveillance cameras in gaming and non-gaming areas.
- Detect and report fraudulent, suspicious, or criminal activity
- Ensure all casino games are conducted in accordance with regulatory standards.
- Support investigations by retrieving and reviewing relevant footage.
- Collaborate with security, compliance, and law enforcement as required.
- Maintain surveillance logs, reports, and evidence securely.
- Monitor high-risk transactions, employee conduct, and cash handling areas.
- Maintain strict confidentiality in all matters pertaining to equipment, procedures and information
- Other duties as required by the Surveillance Manager

**Desirable Skills:**

- Report writing and evidence documentation.
- Communication skills for interdepartmental coordination.
- Integrity, reliability, and professional conduct.
- Knowledge of MS Office – Word, Excell & Outlook

**Applications:**

Applications to be addressed to The Personnel and Training Manager, Swakopmund Hotel & Entertainment Centre, P O Box 616 Swakopmund, or e-mail to

[swakpay@legacyhotels.co.za](mailto:swakpay@legacyhotels.co.za) and to reach us by no later than 06 June 2025.

Your application should be accompanied by a resume.

- Only short-listed candidates will be contacted. No personal documents will be returned.