

COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION

CLASS TITLE: Municipal Bingo Inspector

TITLE #: 1435

DISTINGUISHING FEATURES OF THE CLASS: This is a public contact position involving responsibility for the inspection of bingo games to insure conformity with law and rules. Work is performed under supervision of the municipal governing body in accordance with established policies and procedures. Does related work as required.

TYPICAL WORK ACTIVITIES:

Investigates qualifications or organizations applying for bingo license;

Investigates details of proposed procedures for conduct of bingo background and character of proposed workers and lessors of premises;

Makes sure that equipment is in good operating order;

Makes inspections of bingo games in progress and counts sales in various categories;

Checks system of money control and analyzes reported receipts and makes comparison on-sight counts;

Receives and investigates complaints and explains and provides information regarding requirements of law and rules;

Appears and testifies at hearings involving violations;

Maintains records and submits individual inspections reports.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of arithmetic; ability to keep routine records and prepare accurate and complete reports; ability to get along well with and deal effectively with the public; good moral character; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

(A) One year of satisfactory public contact, inspection, or law enforcement experience; or

(B) Any equivalent combination of experience listed above.

Agreed to by New York State Bingo Control Commission and State Civil Service Department,
Municipal Service Division 4/28/64

Adopted: Unknown

Revised: 02/23/01 kmg