



POSITION: APL POKER TOUR CREW
REGISTRATION CREW | DEALER | TOURNAMENT DIRECTOR
REPORTING: APL NATIONAL EVENTS MANAGER
STATE: VIC, NSW, QLD, SA & TAS

Registration Crew - Position Description

PURPOSE

The Registration Crew member is responsible for assisting in the success of the APL Poker Tour by providing an excellent customer service experience. This support role may include setting up the room, provide Tournament Directors and Management with up to date information, answering customer queries, registering players into events & packing up the room.

QUALITIES

- ♠ Good Communication Skills
- ♥ Positive, can-do attitude
- ♦ Flexible and able to prioritize
- ♣ Team player who has great interpersonal skills
- ♠ Detailed-oriented
- ♥ Cash Handling experience is highly desirable

TASKS & RESPONSIBILITIES

- ♠ Ability to deliver excellent customer service to ensure our customers have a memorable experience
- ♥ Help setup or pack the room up when required
- ♦ Provide customers accurate information regarding the series and host venue amenities
- ♣ Clean and provide assistant to other support members throughout the series
- ♠ Register players into the events and collect payments when required
- ♥ Work directly with a strong team and follow clear and concise instructions
- ♦ Communicate effectively with management.

Dealer - Position Description

PURPOSE

This role is responsible for providing a smooth and quality experience for all player participating in our APL Poker Tour dealt events. They will also be responsible for maintaining game integrity by communicating with floor staff.

QUALITIES

- ♠ Exceptional customer service skills
- ♥ Attention to detail & the ability to concentrate for long periods
- ♦ Previous Casino Dealers highly desirable
- ♣ New Dealers welcome

TASKS & RESPONSIBILITIES

- ♠ Ensure the event is conducted in accordance with the general procedures and players adhere to the code of conduct and APL membership rules
- ♦ Ensure the quality of equipment is acceptable
- ♣ Ensure the table holds the an accurate total of chips
- ♠ Remain vigilant which upholding the game integrity
- ♥ Communicate effectively with management
- ♠ Maintain an exemplary standard of professionalism, unbiased opinion, and customer service at all times
- ♦ Reach out to management straight away if an issue arises
- ♣ Ensure all relevant table information is communicated to incoming dealers
- ♣ Provide players with series information when required



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Tournament Director - Position Description

PURPOSE

The Tournament Director is responsible for ensuring the success of each poker event being conducted at an APL Poker Tour. This includes conduct of poker crew to APL standards, occasionally facilitating other poker crew, maintaining equipment and operating the event at the highest level. Success in the role is achieved by generating a positive outcome which is defined by management during each series. As a Tournament Director for the APLPT you will have the flexibility to work one day and play the next as we promote EARN, PLAY, TRAVEL.

QUALITIES

- ♠ General Understanding of Texas Hold'em Poker Rules
- ♥ A friendly attitude and good customer service skills
- ♦ Basic mathematics and cash handling skills
- ♣ Time management & organisational skills
- ♠ Basic computer proficiency
- ♥ Able to work independently without supervision
- ♣ Able to work as part of a small and large team

TASKS & RESPONSIBILITIES

- ♠ Ensure the event is conducted in accordance with the general procedures provided
- ♥ Ensure the players adhere to the APL Players Member Charter and APL Rules
- ♦ Ensure you attend or a suitable representative attends any event you have been directed to run
- ♣ Ensure equipment is in working order and request replacements when required
- ♠ Propose event mechanic changes where required by listening to player feedback
- ♥ Setup the room correctly in conjunction with venue staff including tables, chairs and all poker equipment
- ♦ Maintain and occasionally run back of house operations, which includes setting up chips for future events
- ♣ Register all players into the software system where applicable
- ♠ Ensure the running of the tournament as per the APL Rule book including calling all blinds up
- ♥ Make sure all money handling procedures are followed when collecting buy-ins
- ♦ Break down tables as players are eliminated from the tournament
- ♣ Keep clear communication lines open with management on the progress of the tournament
- ♠ Make rulings on play from time to time
- ♥ Ensure all cashed results are correctly recorded in the online software program
- ♦ Promote upcoming special events & new venues starting in the area
- ♣ Hand out the players winnings when players are in the cash
- ♠ Help pack the room up once the tournament is completed as per the venues instructions

MUST HAVES FOR ALL ROLES

- ♠ ABN
(AUSTRALIAN BUSINESS NUMBER)
- ♥ Black Pants & Black Dress Shoes
(Shirts Provided)