



# STEVENHILLS LTD

## WE'RE HIRING!

## BOOKMAKER'S CLERK

OUTLET:

**BAMBOUS, HEAD-OFFICE,  
T-ROUGE AND BEAU BASSIN**

### KEY RESPONSIBILITIES

- Receive and process bets from customers.
- Issue betting tickets to customers.
- Maintain your till by keeping accurate records of all sales, bets and winnings paid.
- Ensure no bet is ever taken from minors.
- Check the status of each sporting event and inform customers in the event of any change or cancellation.
- Take cognizance of all instructions from the Gambling Regulatory Authority (GRA) and such instructions received from the Head Office through the Supervisor.

**Note: The above duties and responsibilities is non-exhaustive.**

### REQUIREMENTS

- Applicant should be 21 years old or over
- Minimum Form 5 and Computer literate
- Be in possession of an **updated and clean Certificate of Character**
- **Living in the vicinity of the outlets and must have his own means of transport**

### KEY TRAITS

- Good customer service skills
- Good attitude towards work and colleagues
- Ability to manage cash handling and counting

### WORKING CONDITIONS

- Full time - Monday to Sunday from **9:30 hrs to 20:00 hrs**, including a day off.  
As per the exigencies of service, can be moved to work in other outlets.
- **Attractive salary package with overtime.**

### MODE OF APPLICATION:

- Drop your CV at the Outlet or send us your CV either via email on [hr@stevenhills.mu](mailto:hr@stevenhills.mu) or by post addressed to the HR department at Wan Building, 24 Louis Pasteur St, Port Louis .

**DEADLINE FOR APPLICATION: 15TH FEB 2024**





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## **BETTING OPERATIONS' OFFICER**

**ROLE:** Reporting to the **Betting Operations' Lead**, you will be responsible to develop, maintain, and improve betting operations within Stevenhills Ltd.

### **JOB DESCRIPTION:**

- Management of the Sports Betting Platform (create matches, generate magazine items and match results amongst others).
- Perform trading activities and odds monitoring on the betting system for matches available.
- Manage customer support and calls.
- Risk Management: monitoring and timely reporting of bets with a fraudulent nature for appropriate actions.
- Handle requests and enquiries from operators and departments within the company.
- Perform outlet visits and provide training and support as required.
- Generate daily operations report from betting platform.
- Update fixtures on Stevenhills Ltd Website.
- Ensure compliance with regulations related to betting.

### **WHAT WE ARE LOOKING FOR:**

- Bachelor's degree in mathematics or Statistics (or equivalent work experience)
- Experience in trading and systems/network monitoring and reporting is an asset.
- Strong knowledge of Microsoft Office 365 apps Microsoft Excel, Word, PowerPoint, Sharepoint, Teams and Outlook
- Analytical, logical and possess basic mathematical skills.
- Data management expertise and experience in working with databases is an asset (SQL extraction, Data transformation and story telling through visualisation).
- Knowledge and experience in IT Technical support are an asset.
- Able to work in a team environment and independently with minimum supervision.
- Strong communication skills.
- Resourcefulness and problem-solving aptitude and keen to provide documented reports and procedures.

### **ABOUT US:**

- We are a fully licensed sportsbook providing football betting on international games. Since our launch in 2008, we have been recognized as a safe and secure provider of football betting services. This track record has made Stevenhills Ltd one of the top and most reputable betting companies in Mauritius.

### **WHAT'S ON OFFER:**

- Competitive package and benefits
- Opportunity to progress in in a fast-growing company.

### **HOW TO APPLY:**

- Please send your resume and cover letter to [hr@stevenhills.mu](mailto:hr@stevenhills.mu) by February 15, 2024 at latest.

