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STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
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MEMORANDUM

HR#12-20

March 6, 2020

TO: Agency Personnel Liaisons

FROM: Peter Long, Administrator *Peter Long*
Division of Human Resource Management

SUBJECT: STATE OF NEVADA CAREER FAIR

The Division of Human Resource Management is excited to announce its annual State of Nevada Career Fair on April 17, 2020, in Reno, Nevada. All state agencies are encouraged to participate and provide information about their respective agency and career opportunities to potential candidates.

The career fair will be held at Harrah's Convention Center and is scheduled from 10:00 a.m. until 2:00 p.m. with set-up beginning one-hour prior. Additionally, the first hour will be open exclusively for Active Duty military, Veterans, National Guard & Reserve, and military spouses. On-site internet may not be available; however, tables and chairs will be provided upon request and a limited number of outlets will be available.

If you wish to attend, please complete the attached registration form and send it to Veteran Program Representative Gary Gilbert at ggilbert@admin.nv.gov no later than April 3, 2020. Gary can be also be reached at 775-684-0116 to answer any questions you may have.

2020 State of Nevada Career Fair Registration Form

What: **State of Nevada Career Fair**

When: **April 17, 2020** *Set-up begins at 9:00 am, Career Fair runs from 10:00 am -2:00 pm*

Where: **Harrah's Convention Center**, 219 North Center Street, Reno, NV 89501 **Note, local internet may not be available*

Agency Name:

Number of Representatives:

Contact person:

Phone:

Email:

Will you need more than one table:

YES

NO

Do you need access to electricity:

YES

NO

Are there any particular positions you plan to recruit for:

REGISTRATION INFO:

Send this registration form via e-mail by April 3, 2020

ggilbert@admin.nv.gov

Office: (775) 684-0116