



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
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MEMORANDUM
HR#10-19

February 14, 2019

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 will be hosting a State of Nevada Career Fair on April 5, 2019, in Reno, Nevada. All state agencies are welcome 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 Doug Williams at dougwilliams@admin.nv.gov no later than March 22, 2019. Doug can also be reached at 702-486-8838 and will be available to answer any questions you may have.

2019 State of Nevada Career Fair Registration Form

What: **State of Nevada Career Fair**

When: **April 5, 2019** *Set-up begins at 9:00 a.m., Career Fair runs from 10:00 a.m. - 2:00 p.m.*

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

Agency name:

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: Please list any positions specific to your agency here.

REGISTRATION INFO:

Send this registration form via e-mail by March 22, 2019

dougwilliams@admin.nv.gov

Office: (702) 486-8838