



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
209 E. Musser Street, Room 101 | Carson City, Nevada 89701
Phone: (775) 684-0150 | www.hr.nv.gov | Fax: (775) 684-0122

MEMORANDUM

HR# 23-23

April 03, 2023

TO: Agency Personnel Liaisons

FROM: Mandee Bowsmith, Administrator *Mandee Bowsmith*
Division of Human Resource Management

SUBJECT: State of Nevada Career Fair

The Division of Human Resource Management (DHRM) will be hosting a State of Nevada Career Fair on May 18th, 2023, 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 the Reno Town Mall and is scheduled from 10:00 am until 3:00 pm 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 Dan LaBarbera no later than April 28th, 2023, at d.labarbera@admin.nv.gov. Dan can also be reached at 775-684-0147 and will be available to answer any questions you may have.

2023 State of Nevada Career Fair Registration Form

What: **State of Nevada Career Fair**

When: **May 18th, 2023**, *Set-up begins at 9:00 am, Career Fair runs from 10:00am -3:00pm*

Where: **Reno Town Mall**, *4001 S Virginia St, Reno, NV 89502 *Note, local internet may not be available*

Agency Name:

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 28th, 2023

d.labarbera@admin.nv.gov

Office: (775) 684-0147