



# State of Nevada

*Invites you to apply for*

## Hearings Examiner



# THE STATE OF NEVADA

## MISSION

The Nevada Way: Empowering the executive branch to provide solution-oriented customer service to residents, businesses, and visitors so Nevada is recognized for its world-class destinations, its innovative and business-friendly economic environment, its quality of life, and its efficiently and effectively run state government.

## VISION

Governing with transparency and fiscal responsibility; working with local government, non-profit and industry partners; delivering dependable services to citizens and visitors; and creating opportunities for Nevadans to lead safe, healthy, prosperous, and productive lives.

**“OUR CAPACITY TO ACHIEVE GREAT DEEDS WILL NEVER BE IN QUESTION, BECAUSE WE WILL FOLLOW THE NEVADA WAY – NEVER GIVE UP, NEVER GIVE IN, AND NEVER STOP DREAMING.”**



**Governor Joe Lombardo**  
STATE OF THE STATE ADDRESS

The State of Nevada, encompassing over 110,000 square miles, is a land of vast natural beauty, economic diversity, and cultural vibrancy. Known as the “Silver State” for its historic mining legacy, Nevada today is equally recognized for its dynamic cities, rugged outdoor landscapes, and spirit of independence. Anchored by metropolitan hubs like Las Vegas and Reno, Nevada also offers a rich tapestry of rural communities, tribal lands, and open desert that reflect its deep Western roots.

Home to more than 3.2 million residents, Nevada is one of the fastest-growing states in the nation. The state features no personal income tax, a favorable business climate, and year-round recreational opportunities—from world-class entertainment and dining to hiking, skiing, and stargazing beneath some of the clearest night skies in the U.S.

With over 300 days of sunshine annually in many regions, Nevada’s climate ranges from the dry heat of the Mojave Desert to the four-season beauty of the Sierra Nevada. The state is also home to Lake Tahoe, Great Basin National Park, Red Rock Canyon, and more than 800,000 acres of state park land.

Nevada balances innovation and tradition, offering a high quality of life, a growing emphasis on sustainability and technology, and a commitment to preserving the natural and cultural richness that makes the state truly one of a kind.



# Nevada Gaming Control Board

## MISSION STATEMENT:

*The mission of the Nevada Gaming Control Board (NGCB) is to protect the integrity and stability of Nevada's gaming industry through strict regulation of all associated persons and activities, ensuring the proper collection of taxes and fees, and promoting public confidence in the industry. It accomplishes this by enforcing laws and regulations, conducting investigations and licensing, and holding licensees to high standards to ensure gaming is conducted honestly and competitively.*

## VISION STATEMENT:

*The Nevada Gaming Control Board is the premier gaming regulator recognized for effectiveness in ensuring gaming in Nevada is conducted honestly, competitively, and free from corrupt elements.*

The Administration Division provides financial, personnel and other administrative services to fulfill the missions of the Board and Commission and to support the operating divisions.

## UNIT SECTIONS:

**The Nevada Gaming Control Board is comprised of six internal divisions which include: Administration, Audit, Enforcement, Investigations, Tax & License and Technology. The Hearing Examiner position is housed within the Administration Division.**

# THE IDEAL CANDIDATE

## WHAT WE'RE LOOKING FOR:

The Nevada Gaming Control Board (Board) is seeking a diverse pool of qualified candidates for the position of Hearings Examiner in the Administration Division. This is an unclassified, full-time position located in Las Vegas, Nevada.

## WHAT YOU'LL BE DOING:

Review filing dates and status upon receiving requests for hearings to determine jurisdiction in hearing a case; Reviews subject matter of case and may refer file to the appropriate agent for any necessary updating or additional investigation; Schedules hearings; Presides at hearings and conducts them in a manner allowing all parties due process; Reviews the transcript, testimony, documentary evidence, any electronic media, and exhibits entered at the hearing; Prepares a recommended decision and submits it to the Board with a complete copy of the hearing record for the Board's review and decision; Prepares files under appeal to the Nevada Gaming Commission and follows the file through the appeal process providing any additional information as necessary; Prepares files under appeal for the district court under judicial review and assists the Attorney General's Office as required; • Assists the Board's staff in training and preparing procedures for compliance with the hearing process; Obtains credentials as a Certified Voice Stress Analyzer (CVSA) by the National Institute for Truth Verification (NITV); Assists the Professional Standards Office through the administration of CVSA examinations of applicants for peace officer positions within the Enforcement Division as defined by Nevada law; Travels occasionally.

## QUALIFICATIONS:

Graduation from an accredited college or university with a bachelor's degree in business administration, public administration, economics, finance, criminal justice or other applicable degree and four years of experience with an organization making determinations or adjudicating issues through application and interpretation of rules, regulations and law, or in the conduct of formal fact-finding hearings.



**Join a team where your impact will matter from day one.**

## KEY QUALITIES & COMPETENCIES:

Knowledge of Administrative Law knowledge of federal and state civil procedure acts.

Objectivity.

Effective oral and written communication skills.

Ability to work without close supervision.

Ability to participate in a peer-review process.

## SALARY:

Up to \$111,758, reflecting Public Employees' Retirement System (PERS) contribution by the employer only.

## LOCATION:

Las Vegas, NV

# STATE BENEFITS

*The State of Nevada offers a wide array of benefits to employees, including:*

- No Nevada State income tax
- Medical, dental, life, and disability insurance coverage
  - Twelve paid holidays per year
  - Three weeks of annual leave
  - Three weeks of sick leave
- Participation in the Public Employees' Retirement System (**PERS**)
  - Access to a tax-sheltered deferred compensation plan
  - No Social Security contributions (Medicare deduction still required)
  - Additional benefits for long-term and CBA employees



The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.



# APPLICATION & SELECTION PROCESS

Applications will be accepted on a first-come, first-serve basis and will continue to be accepted until the position is filled. Applicants are therefore strongly encouraged to submit their applications as soon as possible. Hiring may occur at any time during the recruitment process. Interested applicants should submit their cover letter, resume, and a list of three professional references to:

All applicants who meet the minimum qualifications are encouraged to apply by completing an application on the Nevada Gaming Control Board website:

<https://www.gaming.nv.gov/human-resources/join-the-gcb-team/>

In your cover letter please indicate how you heard about this position. If you heard about this position through a website, please specify which website.

Thank you!

