



# State of Nevada

*Invites you to apply for*

**Executive Officer, Nevada State Contractors Board**



# 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 State Contractors Board

# MISSION STATEMENT:

*The Nevada State Contractors Board (NSCB) is committed to ensuring the integrity and professionalism of the construction industry in Nevada. The NSCB has the responsibility to promote quality construction by Nevada licensed contractors through a regulatory licensing system designed to protect the health, safety and welfare of the public.*

# VISION STATEMENT:

*The Nevada State Contractors Board strives to be a model regulatory agency, integrating efficiency with consumer protection. We are committed to exceptional customer service, fair and efficient licensure, and innovative educational and enforcement programs. Our empowered employees are committed to public service and professional development, and work to promote a fair and competitive marketplace.*

As set forth in the Nevada Administrative Code (NAC) 624.030, the NSCB Executive Officer serves as the top administrative, executive, and regulatory leader responsible for managing the agency's licensing, compliance, and enforcement operations. The NSCB has offices in Las Vegas and Reno. The Executive Officer acts as the primary liaison between the NSCB, government officials, and the construction industry to protect public safety. The NSCB is committed to ensuring the integrity and professionalism of the construction industry in Nevada, and has the responsibility to promote quality construction by Nevada licensed contractors through regulatory licensing system designed to protect the health, safety and welfare of the public. This is an At-Will position.

## UNIT SECTIONS:

**NSCB is a section within  
The Office of Nevada Boards,  
Commissions and Councils  
Standards.**

# THE IDEAL CANDIDATE



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

## WHAT WE'RE LOOKING FOR:

An individual to manage overall NSCB operations by supervising five managers and approximately 60 employees across multiple departments. Provided leadership in personnel management, budgeting, policy development, financial oversight, public and legislative relations, and strategic planning to ensure effective agency operations and achievement of organizational goals.

## WHAT YOU'LL BE DOING:

Prepare professional correspondence, reports, speeches, and public communications; analyze legal, regulatory, and legislative documents; and respond to inquiries from customers, industry stakeholders, regulatory agencies, and the public. Conduct outreach and present information through public and media engagements while utilizing databases, spreadsheets, and word-processing applications to support operations. Apply knowledge of construction practices, industry standards, investigations, inspections, and documentation procedures to advance agency objectives.

## QUALIFICATIONS:

Master's degree or equivalent; or four to ten years related experience and/or training; or equivalent combination of education and experience. The ideal candidate is a mission-driven executive leader with strong management, strategic, relational, and operational experience.

## KEY QUALITIES & COMPETENCIES:

Interpret and apply Nevada Revised Statute 624 to support agency operations and regulatory compliance.

## SALARY:

\$175,000 to \$195,000

## LOCATION:

NSCB offices are located in Las Vegas and Reno, Nevada

# 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
- Two weeks of sick leave
- Access to a tax-deferred compensation plan
- Board funded 401 Retirement Plan

\*The NSCB does not participate in the Public Employees' Retirement System (PERS)



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:

recruit8@nscb.state.nv.us  
Subject line: NSCB Executive Officer

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!

