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Governor



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Administrator

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

September 14, 2023

**TO:** Agency Personnel Liaisons

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

**SUBJECT:** State of Nevada Hiring Fair

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The Division of Human Resource Management (DHRM) is proud to announce the State of Nevada Hiring Fair series on September 28, October 11, 21, 24, and November 2, in Carson City, Nevada. We want to ensure that all agencies have the opportunity to participate in these events as we promote our employment opportunities to the public by offering 5 selected dates for this production. We are excited to invite all state agencies to participate in this affair and share in endorsing vacancies statewide.

The Hiring Fairs will be held at the Nevada State Library & Archives building located at 100 N. Stewart Street, Carson City, NV 89701 and are scheduled from 10:00 am until 2:00 pm with set-up beginning one hour prior. As we improve upon our event production, we intend to host the same event(s) in Las Vegas at a date yet to be determined. On-site internet will be available along with tables and chairs, and a limited number of outlets will be accessible.

If you wish to attend, please contact Jon Terrazas at [j.terrazas@admin.nv.gov](mailto:j.terrazas@admin.nv.gov). Jon can also be reached at 775-684-0116 and will reach out to each interested agency with the details of the event series. We are pleased to have your participation in this production and look forward to working with you!