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Southern Nevada Regional Housing Authority
Section 3 Job Bank Application

This is not an employment application. The Section 3 Program is a referral program. This information will be used to identify and potentiality refer Section 3 Residents to SNRHA vendors as they are awarded contracts and have a need to hire new employees due to the contract award. The vendor will be provided with your resume if you meet the minimum qualifications for the job they are seeking to fill.

Section 3 Residents who have completed this application and submitted it along with a current resume will receive an invitation in the mail to attend a mandatory Section 3 Job Bank Orientation. Please contact Diamonique Robinson, Office Assistant II at 702 477-3180. if you have any questions about the application or the Section 3 Program.

Contact Information
It is critical that you provide this information and keep it updated. Failure to do so will result in your removal from the Job Bank. Employers may contact you via phone or email – be sure to check both regularly and provide updates to this office as needed.

Name					
Address					
City		State		Zip	
Primary Phone Number		Secondary Phone Number			
Email Address					

Employment History
What kind of work experience do you have? What are you interested in receiving referrals for? Please select all that apply. Please note that below represents the type of jobs that are typically created by the Section 3 Program. Referrals do not typically happen for job types not listed here including food service industry or anything medical.

Adminstrative-Clerical ☐	Construction Laborer ☐	Skilled Trade Construction ☐	Warehouse ☐
Janitorial Services ☐	Security Services ☐	Building Maint (Paint, Plumb., Elec.) ☐	Landscape, Grounds, Maint ☐

Education & License

	Yes	No	Institution & Program(s) Attended
Did you graduate from High School or receive your GED?	○	○	
Have you attended a vocational training program?	○	○	
Have you attended or graduated from a 2-year or 4-year college or university?	○	○	
Do you have an OSHA 10 Certificate?	○	○	
Do you have a NV PILB Guard Card?	○	○	
Other Licenses?	○	○	

Skills, Experience

If you answer YES to any of the following questions, please provide detailed information describing your experience and work history in that area, including employers and length of time.

A current resume is required to be invited to attend the Job Bank Orientation. *Please be sure to include your resume before submitting it or your application will be considered incomplete and sent back to you with a letter requesting a current resume.*

YOUR NAME: _____	Yes	No	Detailed description of type of experience
Do you have experience in the trades? (Electrical, Plumbing, Carpentry, Roofing)	○	○	
Do you have building/housing maintenance experience? (Drywall, Painting, Mechanical Repairs, Grounds Maintenance)	○	○	
Do you have experience in construction or rehab?	○	○	
Do you have experience in HVAC?	○	○	
Do you have experience in security services?	○	○	
Do you have administrative or clerical experience?	○	○	
Do you have experience with Microsoft Office programs? (Word, Excel, Publisher, Outlook)	○	○	
Do you have other professional experience? (Accounting, Legal, Management, IT)	○	○	

Other Important Information

Please answer these questions so we can better assist you in matching your qualifications to our vendors.

	Yes	No	Comments
Do you have a valid NV Driver's License?	○	○	
Have you been charged or convicted of a misdemeanor or felony in the last 7 years? *(Answering yes will not preclude you from receiving referrals or employment; please provide detailed information if you answer yes, including dates, charges and disposition information)*	○	○	

Please mail this application and resume to:
Southern Nevada Regional Housing AuthorityAttn:
Supportive Services
P.O. Box 1897
Las Vegas, NV 89125

Or you can drop it off at:
Southern Nevada Regional Housing Authority
Attn: Diamonique Robinson
340 North 11th Street
Las Vegas, NV 89101

Or Fax it to: Section 3 Coordinator at 702-851-0935

Email: lmorgan@snvrha.org

For Office Use Only			
Date Received:	Property:	FSS/ROSS:	
Incomplete App:	Orientation Invite:		Last Chance: