

Last Revised on 8/2/2022

# Town Advisory Board (TAB)/ Citizens Advisory Council (CAC) Application

Name of the TAB/CAC Applying for: OOOLSpring

TABs and CACs were created to assist the Board of County Commissioners in an advisory capacity with the decision-making process in the governance of the unincorporated towns and areas of Clark County. There are 8 TABs and 6 CACs that are appointed by the County Commission and 5 TABs that are elected. Each TAB or CAC consists of area residents that serve without compensation for two-year terms and attend regularly scheduled public meetings throughout the year.

Full N	ame: <u>J<i>yav.</i></u>	un Kay U	)idma	M_Phone Nu	ımber:_		
Email	Address:_					·	
Home	Address: 2	10 W Main	Spice	t, G	rodsp	uns	1,111
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Mailin	g Address: <u>/.</u>	O. Box 19.	333,4	Jean No	89019	7	,
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Emplo	oyer: Full	Specteum de	<i>SEK</i> Occup	pation:	an Resu	ruces i	Manager
No	ote: This documen	t and accompanying r					0
		and accompanying i	naterials Dect	лпе ривпс гесо	ra once receiv	ed by Clari	County.
•	To be eligible to	serve, you must be	both <u>a qual</u>	ified elector (e	ligible to vote	) and a re	sident of the
	unincorporated to	own or area encompa	assed by the	TAB or CAC. E	Before you cor	ntinue, plea	ise indicate it
	you meet the elig	pibility requirements:	Yes	No			
•	Meeting days, tin	nes, and frequency va	ary from one	TAR/CAC to on	othor The sel		
	https://www.clark	countynv.gov/govern	ment/departn	nents/administr	other. The scr		
	es/tab cac infor	mation.php		TOTAL OF CHAINING	ative services	/town II	aison servic
	If appointed, will	you be able to attend	meetings on	a regular basis	? Yes	No_	
•	Have you attende	ed a Planning Commi	ssion or Cour	nty Commission	meeting? Ye	es 🖳	No

Have you attached the !	REQUIRED resume or letter of interest? Yes No No	
For the following questions, ple	lease feel free to attach additional pages as necessary.	
Have you attended a TAB or	CAC meeting in Clark County? Yes No	
If so, which one and what wa		
- If have as	Hended meetings for 7 years	
	mmittees that you currently serve on:	
- COOCK STI	rings Cac	
		4
Why are you interested in bed	ecoming a member of your TAB or CAC? Julily 40	111
Your and	Sewean the load for our life be a voice for improvements	ne
and mount	levance issues.	
and and combiere to the DESLO	that all statements made on this application, as well as attached information of my knowledge. I understand that an electronic signature has the same was a understand than an incomplete application or any modifications to do r considered.	
Decun	Ullopu 11/1/2027	
Signature	Date	
You can submit your applica	cation and resume/letter of interest by fax to 702-455-3558, by ema CountyNV.gov or by mail to: Clark County Administrative Services Attn: Agenda Coordinator 500 S. Grand Central Pkwy, 6 <sup>th</sup> Floor Las Vegas, NV 89155	ail to

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### **Professional Summary:**

- 22 years of recruiting at all levels of employment
- 4 years as a Human Resources Professional in Southern Nevada
- Development Director of a top tier recruitment website and job fair company that conquered Monster and Career Builder in the Southern Nevada markets
- Teamed with hiring managers to develop comprehensive job descriptions and effective marketing strategies attracting top industry talent
- Co-Founder of two Executive Recruitment firms, supervising up to 13 staff members to include recruiters, managers and administrative personnel.
- Designed and developed learning solutions for adults as a special instructor for Clark County Head Start Program - Employment Development 2006-2007
- Effectively maintain relationships with local radio and television stations and appeared as a guest speaker or a special interview regarding employment
- Featured panelist for the industry recruiting seminar at the Global Gaming Expo
- Event coordinator, (i.e. employee relations and development events, job fairs, shareholder events and board meetings hosting up to 6,000 attendees )

# Pioneer Saloon- (Historical Site)

Special Event Coordinator- (part time weekends)

September 2014- Current Goodsprings, NV

Work with corporate and individual groups to set up each aspect of a successful event including, food, decorations, transportation, entertainment, special activities, travel etc. Events range from a simple birthday party or retirement party to a 250 person wedding or corporate meetings.

#### Spectrum Pharmaceuticals

**Human Resources Specialist / Generalist** 

(4 years) October 2011 - September 2015

Henderson, NV Based out of the corporate office for this Oncology Pharmaceutical Research Corporation. Recruited by the Director of HR to help create a department and assist in company growth, going from 105 employees to 228 in just over a year. My responsibilities included developing job descriptions for all positions, posting job openings on industry specific job boards and on our HRIS system, prescreening and qualifying candidates, scheduling interviews and candidate review meetings with the executive team as well as managing the on-boarding process for every new employee. This included coordinating all benefits, creating the presentation and hosting New Hire Orientation. I maintained professional relationships with outside vendors to manage programs such as the 401k, industry specific recruiters and benefits administration. Employee relations and employee retention was at the forefront of my responsibilities. Beyond the scope of an HR Generalist, I was asked to assist with investor relations, host shareholder meetings and event planning.

Lasvegasjobs.com

(7 years) August 2004- September 2011

**Director of Business Development** 

Las Vegas, NV

Managed the day to day operations of lasvegasjobs.com including employee relations, cultivating relationships with Southern Nevada Employers and identify their current and future recruiting needs. Providing products and services; the employer's job posting membership, recruiting banners, job fairs or a combination of recruiting and hiring tools.

Organize and coordinate 8 job fairs annually with 2000 to 6000 attendees at each event. Work closely with 50 to 90 employers per event to maximize their recruiting potential. Discover specific jobs that are "hot" and ready to hire, then, with special tools, recruit for them before each event utilizing our job seeker data base. Coordinate with event staff on room set up and catering for each event. Educate job seekers on how to utilize our website tools; meeting and interviewing hiring managers, opening their applicant account assist them in applying for job, provide a resume review service advising job seekers on their employment search, interviewing techniques and follow up methods.

#### **Rios Recruiting Specialist**

#### **Owner/ Executive Recruiter**

June 2001 – August 2004 Las Vegas, NV

Opened a boutique executive recruiting office to maintain services for my Gaming and Hospitality clients. I was contracted with several gaming and hospitality companies, nationwide for specific recruiting assignments. About 70% of my clients were on the gaming manufacturing side wherein I placed executive and mid-level management from a CEO and V.P. of Sales to game designers and software engineers. The balance of my recruiting was casino operations, traditional and Native American gaming.

#### Career Development Associates "CDA"

Sr. Vice President / Executive Recruiter

June 1997- May 2001

Las Vegas, NV

Hired to develop this newly established recruiting firm specializing in the Gaming & Hospitality Industry. A client of mine opened this recruiting firm and wanted me to teach his partner the business of executive recruiting. I maintained the majority of the gaming industry clients and grew the company from 2 to 13 employees in just over 3 years. The company was purchased.

## **Executive Management Resources**

Executive Recruiter - V.P. of New Business Development

July 1994 – June 1997 Las Vegas, NV

Responsible for recruiting, pre-screening, qualifying and maintaining database of relevant candidates. Prepared weekly planning reports as well as referral and lead sheets for business development and set up of the expansion of the firm from 4 to 11 employees. I negotiated job order contracts with clients. I interviewed 1000's of candidates and managed the interviewing and placement process resulting in over \$1.2 million dollars of recruiting revenue.

#### Education

Orange Coast College, Orange County, CA
Riverside City College- Riverside, CA
University Network- Orange, CA
La Sierra High School – Riverside, CA
Many management, team building, employee retention and customer service seminars

## **Additional Interest**

Sponsor of Southern Nevada Human Resources Association
Organized and hosted annual blood drive for United Blood Services every August
Supporter of Las Vegas Rescue Mission with Annual Food Drive every November
Hosted charity golf tournaments and toy drives for Ronald McDonald House & Safe Nest