

**The Office of Traffic Safety Division currently has a Departmental transfer opportunity for an Administrative Assistant IV in Carson City.**

The Office of Traffic Safety is a small, mission-focused Division that works with programs and grant projects directed at saving lives on Nevada's roads.

If you are interested in transferring to this position, please submit your written request to [humanresources@dps.state.nv.us](mailto:humanresources@dps.state.nv.us) . Written requests will be accepted until **5:00 pm, Tuesday, July 18, 2017**. If you have questions regarding this position please call **Amy Davey, Administrator at 775-684-7476 or Charise Whitt, Deputy Administrator at 775-684-7473**.

When submitting a transfer request, please include the division you are presently working in, the geographical location and position you are applying for and your telephone number.

*Transfer Opportunities require the attached form to be completed when interested in a Transfer Opportunity. Also, please attach any documents or information you would like the division appointing authority to utilize for your consideration for the transfer opportunity.*