

**Application Form****Notice of Public Record**

Please be advised that all information contained in this application is part of the City of Reno's public record and is available for public review. These positions are limited, in most cases, to residents of the City of Reno. The City Council makes a conscientious effort to appoint persons who represent all of the various communities within the City of Reno. Please be advised that certain boards and commissions require filing of financial statements with the Secretary of State or have special requirements. Contact the City Clerk's office at 334-2030 with any questions.

**Profile**

Justin M Ross  
First Name Middle Initial Last Name

rossjustinm@gmail.com  
Email Address

944 Haskell St  
Home Address Suite or Apt

Reno NV 89509  
City State Postal Code

**What ward do you live in? \***

☒ Ward 1

Mobile: (775) 750-9621  
Primary Phone Alternate Phone

**How long have you been a resident of the City of Reno?**

22+

**Are you over 18 years of age?**

☒ Yes ☐ No

**Are you currently registered to vote in the City of Reno? \***

☒ Yes

Coleman Gaming Office Administrator  
Employer Job Title

**Which Boards would you like to apply for?**

Ward 1 Neighborhood Advisory Board: Submitted

**Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?**

☐ Yes ☒ No

**If yes, please list conviction dates and nature:**

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## Interests & Experiences

**Education or training relevant to the board or commission to which you are applying:**

I went to school here and have held various positions in several industries and believe that I have a unique point of view and understanding that would be beneficial.

**Explain briefly why you would like to be appointed to this board or commission.**

I have lived in Reno for over 2 decades and would like to see more change for the better.

[My\\_Resume-2.pdf](#)

Upload a Resume

**Ethnicity**

**Gender**

**Sexual Orientation**

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**Open Meeting Law Waiver**

**WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1) TO ALLOW CITY COUNCIL TO CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER PUBLIC BODY FOR THE CITY OF RENO**

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The City Council for the City of Reno will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Reno. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions. By agreeing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Reno City Council in a public meeting. Further, the I acknowledge that I may at any time withdraw both this waiver and related application for appointment.

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☒ I Agree

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**Acknowledgement**

Please Agree with the Following Statement

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I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will results in automatic removal from the board or commission.

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☒ I Agree

# Justin Ross

rossjustinm@gmail.com  
(775) 750-9621  
944 Haskell Street  
Reno, Nevada

## Summary

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I have experience in Food and Beverage, General Office Work, Convenience Store Management, Hotel Management, and Construction. This combination of experience gives me a unique outlook on Customer Service and Management. I also have a skill seeing problems before they become a problem, and always looking for better more efficient way.

## Skills

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- Customer service
- Scheduling
- Problem Solving / Prevention
- Management
- Excel
- Unique Solutions

## Experience

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### Office Administrator

Coleman Gaming LLC • Reno, NV

06/2020 - Present

- Manage and process payroll for 15 employees
- Troubleshoot and resolved office equipment issues to minimize service visit costs
- Maximize office efficiency through use of computer programs and apps
- Increase operational efficiency by implementing new programs and utilizing technology
- Perform basic accounting services, including the handling of petty cash and invoicing
- Report a variety of data at the end of each week
- Negotiate deals with [how many] vendors
- Perform basic bookkeeping functions, including A/R and A/P

### Lead Bartender

Splash • Reno, Nevada

08/2018 - 03/2020

- Maintain a clean, organized working environment
- Serve drinks to customer specifications
- Restock supplies as needed
- Clean as needed

### Bartender

4th Street Bar / Cadillac Lounge • Reno, Nevada

07/2014 - 09/2019

- Serving Drinks to Customer specifications
- Following Health Department Parameters
- Cash Handling
- General Gaming and Payouts
- Ordering



Molly Rosen <rosenm@reno.gov>

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## Justin M Ross has submitted an application for Ward 1 Neighborhood Advisory Board

1 message

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City of Reno NV <boards@granicuslabs.com>

Wed, Nov 17, 2021 at 3:51 PM

Reply-To: cityclerk@reno.gov

To: rosenm@reno.gov, aufierob@reno.gov, huntsmanm@reno.gov

A new application for City of Reno, NV Boards and Commissions has been submitted. Applicant: Justin M Ross Boards Applied For: Ward 1 Neighborhood Advisory Board Link: <https://reno.granicus.com/apps/boards/applicants/?id=1688454>