



Storey County Human Resources Offices

Storey County Courthouse

26 South "B" Street (PO Box 176)

Virginia City, NV 89440

January 26, 2022

Dear Human Resource Department:

I am including with this letter of interest for the Interim Clerk-Treasury Vacancy a completed Employment Application along with my current Resume and a letter of reference from my last employer.

I thank you in advance for any consideration.

Sincerely,

Jason S. Virden

775-830-9040

jsvirden@verizon.net

December 30, 2021

TO: Whom It May Concern

SUBJECT: Letter of Recommendation for Jason Virden

Message:

It is my pleasure to write this letter of recommendation for Jason Virden.

I personally hired Jason over 7 years ago, as a Contracts Specialist for my company: Pestmaster Services, Inc. It did not take Jason long to be named the Contracts Manager for our company (less than 6 months), and he assisted me in growing our pest management company to the #1 "Small Business" pest management company serving the federal government.

Jason also worked to grow our franchise system, implementing procedures that assisted franchisees to "follow the model." Franchisees that followed the model helped us to becoming #1.

He continued to advance and grow with Pestmaster, becoming the General Manager of the company, and my right-hand man. I can honestly say that in the years we worked together, we never had a serious conflict or negative word towards one another. We both enjoyed the success of Pestmaster and were excited every day we came to work.

Honesty, integrity, loyalty, and professionalism are all characteristics I came to know and rely on from Jason, and he always delivered. And of special interest: we always seasoned into the effort's fun!

His skills include (but are not limited to):

- Exceptional computer skills
- Expert at EXCEL and all Microsoft applications
- Excellent at Quick Books
- Excellent communication skills

STOREY COUNTY

EMPLOYMENT APPLICATION

An Equal Opportunity Employer

Original Application must be received by the closing date listed on the job posting.

Faxed, e-mailed and post-marks are NOT acceptable.

If you believe you require an accommodation during the selection process, please contact us to make appropriate arrangements.

Name JASON S. VIRDEN Date 1-26-2022
Address 120 N. HOWARD ST. PO BOX 1041
City VIRGINIA CITY State NV Zip Code 89440
Telephone(s) Home () - Cell (775) 830-9040 Work () -
Email address: jsvirden@verizon.net
Position Applied for: Interim Clerk - Treasurer

How did you hear about this position? ☐ Advertisement ☐ Walk-In ☒ Referral (by whom?) Jeremy Loncar
☐ Other (explain) _____

If offered employment, when can you be available to begin? 3-1-2022 or sooner if needed

What type of employment will you accept? ☒ Full-Time ☒ Part-Time ☒ Temporary

Will you be available for shift work?..... ☐ Yes ☐ No

Will you be available to work weekends and/or holidays if necessary?..... ☒ Yes ☐ No

Have you been given a job description or had the requirements of the job explained to you?..... ☒ Yes ☐ No

Do you understand the job requirements?..... ☒ Yes ☐ No

Can you perform the requirements of this job with or without reasonable accommodation?..... ☒ Yes ☐ No

To qualify for employment, applicants must be at least 18 years of age unless otherwise specified in the job announcement. If offered employment, can you furnish proof of age?..... ☒ Yes ☐ No

After an offer of employment, can you submit verification of your legal right to work in the United States?..... ☒ Yes ☐ No

List other names, if any, you have used. None

EDUCATION RECORD

Did you graduate from high school or receive a GED certificate? ☒ Yes ☐ No

School Name	Location	Hours Earned	Diploma, Degree, or Certificate	Major Field of Study
Business/Technical/Vocational				
1.				
2.				
College/University (Undergraduate)				
1.				
2.				
Graduate School				

STOREY COUNTY

EMPLOYMENT HISTORY

Provide information regarding all paid, military, and volunteer work and how it may be related to the position for which you are applying. Describe your most recent position first; then list other positions in order held, beginning with the most recent. Use a separate block for each position, even if with the same employer. Use additional sheets if necessary. Do NOT use references such as "See Résumé" in place of completing this section.

May we contact all employers listed? (Attach a list of any exceptions with an explanation.)... ☒ Yes ☐ No

Present Employer Kaigen LLC Present Position V.P. of operations
Address 9716 S. Virginia St., Ste E From (Mo/Yr) 8/2016 To (Mo/Yr) 1/2022
City Reno ☒ Full-Time (30+ hrs/wk) ☐ Part-Time (<30 hrs/wk)
State NV Zip Code 89511
Supervisor's Name/Title Jeff Van Osipen / President Telephone (775) 298-9344
Related Duties See Resume

Reason for Leaving company sold to Private Equity Group

Employer Vital Systems Position GM/Controller
Address 4999 Aircenter Circle From (Mo/Yr) 7/2015 To (Mo/Yr) 4/2016
City Reno ☒ Full-Time (30+ hrs/wk) ☐ Part-Time (<30 hrs/wk)
State NV Zip Code 89502
Supervisor's Name/Title Hamid Siyat Telephone (775) 828-1126
Related Duties See Resume

Reason for Leaving Better Opportunity

Employer Tom's Tire Performance Center Position Consultant/Controller
Address 4401 E. Anaheim St. From (Mo/Yr) 6/2017 To (Mo/Yr) 12/2014
City Long Beach ☐ Full-Time (30+ hrs/wk) ☒ Part-Time (<30 hrs/wk)
State CA Zip Code 90804
Supervisor's Name/Title Tom Bennett Telephone (562) 824-2863
Related Duties See Resume

Reason for Leaving moved to Nevada

STOREY COUNTY

ACKNOWLEDGMENTS

Please **READ ALL** of the following statements and **INITIAL EACH** of the lines to indicate you have read and understand each of the statements. If you have any questions, contact Storey County Human Resources Department at (775) 847-0968.

JS

All offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing. Verbal statements may not be relied upon.

JS

This application is the property of **Storey County** and will become part of my personnel file if I am hired.

JS

I authorize **Storey County** to contact any employer or individual that I have listed on my employment application and/or résumé or mentioned during job interviews to obtain from them any relevant information regarding my previous employment, military service, criminal history, characteristics or traits necessary for job performance, or other relevant qualifications for employment and/or continued employment with **Storey County**. In addition, I authorize **Storey County** to conduct a background search which includes criminal history and military history. In addition, if the position for which I am applying requires driving a vehicle, I authorize **Storey County** to conduct a Department of Motor Vehicles (DMV) search. If the position for which I am applying involves contact with minors or with any persons having diminished capacity to care for themselves, a search of government sex offender registries may be conducted. I further authorize **Storey County** to contact any institution and/or licensing authority to verify my possession of education, licenses, and/or certificates which may qualify me for employment.

JS

In exchange for **Storey County** consideration of my employment application, and/or any continued employment with **Storey County**, I authorize anyone possessing information to furnish it to **Storey County** upon request, and I release the organizations and all individuals providing the information or acquiring the information, including **Storey County**, from all claims, liability, and damages whatsoever claimed to be related to furnishing, obtaining, or using said information. This release applies to, but is not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations.

JS

I further understand this consent will apply during the entire course of my employment with **Storey County** should I obtain such employment. I understand and agree this consent shall remain in affect indefinitely.

JS

I hereby certify that all statements made in this application are true. I understand that any false statement of material facts herein may cause forfeiture on my part of all rights to any employment with **Storey County**. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment regardless of length of employment. I understand that neither this document nor any offer of employment from **Storey County** constitutes an employment contract unless a specific contract document to that effect is executed. I agree to undergo any job-related physical examination and drug screening upon conditional offer of employment. I understand that Storey County is not requesting genetic information from the drug screening or the physical examination and that the person administering the examination should not provide any genetic information. I further understand and agree that this paragraph applies to any information supplied by me at a later date as part of this application.

Additionally, my signature below certifies that the information provided is true and correct to the best of my knowledge.

Signature of Applicant

Jason S. Virden

Date

1/26/2022

NOTE: This Page **MUST** have original initials and signature.
Photocopy or typed versions not acceptable.

JASON VIRDEN

120 N. Howard St., PO Box 1041, Virginia City, NV 89440 – 775.830.9040 - jsvirden@verizon.net

Highly organized, confident, proactive results driven individual with proven track record. Strong management, financial, analytical, and budgeting experience. Ability to motivate and communicate effectively in all levels of an organization.

Common sense approach to problem solving. Energetic, reliable, and dedicated individual. Experience in various industries including telecom, data networking, pest control, manufacturing, distribution, restaurant, automotive and retail.

EXPERIENCE

KAIGAN LLC / PESTMASTER SERVICES LP / PFN LLC, Reno, NV – VP of Operations/Brand Pres. 2016-2022
Integrated Pest Management and Weed Control Services

- Direct oversight and supervision of all operations of 2 Company Owned Pest Control businesses along with Brand President of our Franchising Company. Participate in the day-to-day management of business including strategic planning, oversight of Operations Management Team (i.e., Operations Managers, Service Managers, Controller, CSR's, Contracts Department and Franchise Development) and the company's key client relationships.
- Sold \$62M in Government Contracts 2017-2021 – Received award for Highest Contract Sales in Company History.
- Developed new reporting procedures for the Franchise Network of 55 Locations in US.
- Provided Due Diligence reporting and compliance for Acquisition from a Private Equity group (2020).

VITAL SYSTEMS CORPORATION, Reno, NV – General Manager / Controller 2015-2016
Design and Manufacturer of Electronic Printed Circuit Boards

- Financial responsibility included, but not limited to: AP, AR, GL, Cash flow Management, Payroll & Tax Filings
- Managed all aspects and responsibilities as Human Resource Manager for staff of 32
- Developed a strategic marketing and branding plan to increase sales and celebrate 30 years in business

TOM'S TIRE PERFORMANCE CENTER, Signal Hill, CA – Consultant / Controller 2007-2014
Automotive Retail Service Center

- Fiscally responsible for \$2MM Automotive Center including all aspects of accounting and payroll
- Researched and developed a company guideline Handbook and Compensation program
- Implemented sales incentive program that increased sales 17%
- Developed a cash flow analysis program that calculated actual cash available daily

SGA ADVANCED SOLUTIONS, San Antonio, TX - Partner 2004-2014
Developer and Manufacturer of Chemical Additives

- Budgetary and financial responsibility for a privately held startup company
- Established all accounting, inventory, purchasing & procurement procedures
- Received 5 utility patent designations for reduction of cure time in surface coatings
- Directed Sales and Marketing efforts to bring products to market
- Secured recurring governmental contract valued in excess of \$500K

KABO CAFE, Long Beach, CA – Managing Partner 2004-2007
Waterfront Restaurant

- Project Manager for all aspects of the design, build out and completion of restaurant
 - Created and implemented operational policies and procedures for all employees
 - Managed, developed and motivated revolving staff of 15+ employees
 - Accountable for all aspects of accounting, payroll, state and local tax filings
-

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NETVERSANT, Houston, TX – General Manager / Controller

2000-2004

Data Network and Controlled Access Provider

- Full Profit & Loss responsibility including directing all business operations for 145 employees
- Developed and implemented operational procedures to manage growth from \$10MM to \$20MM annually
- Multi State and Multi site remote management experience
- Direct interaction with Corporate Officers to review all budgetary, sales and operational issues

SYZYG NETWORK SOLUTIONS, Orange, CA – Director of Business Operations

1998-2000

Data Network Infrastructure Provider

- Established and accountable for all accounting policies and procedures for a startup venture
- Instrumental in managing operational growth with 2-year annual revenue growth to \$10MM
- Developed, designed and implemented all business practices within the organization
- Strategic in the success of the roll up to NETVERSANT through detailed orientated and accuracy of financial records, verified by external auditors

ALERT COMMUNICATIONS, Los Angeles, CA - Administrative & Finance Manager

1985-1998

Authorized Phone System Distributor and Call Center

- Responsible for managing Accounting, Administration, Credit & Collection, Finance, Human Resource, Facility, Purchasing and Inventory Control
- Established Sales Compensation guidelines and tracking program

AREAS OF EXPERTISE INCLUDE:

Accounting & Bookkeeping
Excel / Word / PowerPoint
Oracle / SBT / Deltek / QuickBooks

Business Operations Analysis
Business Development
Purchasing / Negotiations

Presentations & Communications
Customer Service
Consultative Selling

COMMUNITY ACTIVITIES

Served as Membership Chair and Treasurer for Long Beach Century Club – increased membership by 25%
Long Beach Century Club supports all amateur athletics and school athletic programs within Long Beach.

Served as Treasurer for Team 100 – Food for Kids Program and Blue Martini Ball fundraiser
Team 100 provides weekend food packs for Title 1 students and families within the Long Beach USD.

Premier Member of Nevada's Center for Entrepreneurship and Technology (NCET)

Member of Fort Churchill Living History Organization

Member of Silent Riders – Stewards of the Past. Ambassadors to the future.
