

**MEDFORD HOUSING AUTHORITY
121 RIVERSIDE AVENUE
MEDFORD, MASSACHUSETTS 02155**

TELEPHONE 781-396-7200
FAX 781-393-9223

TELEPHONE FOR THE DEAF
TDD 1-800-545-1833 EXT. 129

Dear Head of Household:

Section 3 of the Housing and Urban Development Act of 1968 is HUD's legislative directive for providing preference to our program participants followed by other low and very-low-income residents of the community when employment or training opportunities are triggered within the MHA or by contractors who work directly with the MHA (HUD funded projects).

The Medford Housing Authority (MHA) seeks to establish a Job Skills and Training Database for Public Housing and Section 8 participants. The MHA will offer employment opportunities to qualified program participants when positions are available at the authority and will provide our contractors with information/resumes when contractors have job-openings that need to be filled for their work with the MHA.

The MHA is seeking your interest to be considered for possible employment and/or training opportunities. You are not required to participate in the Section 3 Program. If you have an interest in participating in the Section 3 Employment and Training Program, please complete the attached Section 3 Assessment Form and return it to the MHA with your certification package as this will enable us to contact you for employment and training opportunities.

The MHA has partnered with MassHire Metro North Workforce Board whose mission is to oversee the American Job Centers, where job seekers can obtain employment information, find out about career development training opportunities and connect to various programs in their area.

If you have any questions or would like more information in this regard or assistance with the form, please contact the MHA Receptionist at 781 396 7200 who will direct your call to the appropriate staff.

Thank you.

Sincerely,
Jennifer McNabb
Director of Management



EQUAL HOUSING OPPORTUNITY

Experience: Plastering Siding Windows Other Comments:

Yes (Please mark an "X" if applicable)					
No (Please mark an "X" if applicable)					
Enter the number of years of experience for the trades you have checked					

If "yes" in categories above, please mark with an "X" below to show specifics of work for each category

Interior	
Exterior	
Offices	
Home	

If yes to the trades above or if business/office experience, please fill in beneath where appropriate -- or -- attach additional sheets or a Resume

List Company Name:	Dates of Employment	Position Held	Please fill in your experience of computer programs below

Do you own a business that may provide services to the Medford Housing Authority? Yes _____ No _____

Business Name _____ Type of Business: _____

Education: Level:

High School: Yes _____ No _____ Number of years completed _____

GED Yes _____ No _____

College Degree: AA _____ MA _____ Other _____

Other Education/Certification Yes _____ No _____ Type _____

Are you able to work a full-time (35 to 40 Hours per week) Yes _____ No _____

Are you interested in computer training or an opportunity to train in a trade? Yes _____ No _____

Would you be willing to learn a trade through a volunteer program? Yes _____ No _____

Please indicate your interest in job training _____

Signature: _____ Date: _____

