

January 15, 2023

Dear Community Member:

*Peninsula Services is a non-profit agency founded in 1971. Our mission is to provide job training and community employment opportunities for adults with disabilities. With this letter we would like to reaffirm to you our intent to seek out and hire qualified women, minorities, persons with disabilities, protected veterans and all members of protected groups pursuant to the provision of 41 C.R.F § 250.5 (a)(4) and C.F.R § 250.5 (a)(2) and (3). It is our policy to employ the best qualified applicants regardless of race, color, religion, national origin, gender, age, disability, veteran, gender identity, sexual orientation or any or any other status or characteristic protected by local, state, or federal laws, rules, or regulations.*

*We support and comply with both the spirit and the intent of Executive Order 11246, the Civil Rights Act, the Americans with Disabilities Act, the Vietnam Era Veterans' Readjustment Act, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act and all other pertinent federal and state laws and regulations which are designated to promote equal employment opportunity.*

*Peninsula Services will make every effort to reach qualified persons in our community whenever job openings occur. We will mail out a notice to your office or notify you electronically when a position becomes available. Please feel free to direct anyone interested in a posted position to contact our Human Resource office at the number below for additional information and applications.*

*If you would rather not be included in employment notifications at all, please let us know at [infoj@peninsulaservices.org](mailto:infoj@peninsulaservices.org) and we will remove your organization from our mailing list.*

*Thank you for your referrals and continued support in promoting equal employment opportunities here in Kitsap County.*

*Very Sincerely,*

*Andrea Johnston*

*Andrea Johnston  
Peninsula Services  
Executive Secretary*