



Wayland Housing Authority
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Executive Director

HUD SECTION 3 EMPLOYMENT

What is Section 3? - is part of the Housing and Urban Development Act of 1968 with the purpose of ensuring employment, training, contracting and other economic development opportunities for low income persons when federal dollars are expended. Federal law requires that "to the greatest extent feasible" at least 30% of all new hires should be Section 3 Residents.



The WHA, in addition to those businesses who enter into contracts with the WHA is required to adhere to the HUD Section 3 employment requirements. This means that 30% of all new hires to the WHA should be certified Section 3 residents. This also means that all contractors awarded a contract (construction or professional service) or receives a purchase order (no threshold on dollar amount) and (excluding supplies/materials) is required to adhere to the Section 3 employment requirement as well.

The WHA certifies all Section 3 Resident applications, including those who are seeking employment with contractors.

What is a Section 3 Resident? - A Section 3 Resident can be one of three criteria in priority order:

1. A Current WHA resident or Section 8 Participant;
2. Other low income persons who live in the Town of Wayland (whose family income does not exceed 80% of the median income)

Section 3 Resident Certification - All persons applying for employment with the WHA should complete a job application and resident certification form. All persons claiming Section 3 Resident status must provide proof of income or verification living in an WHA owned-property. All applicants who meet the minimum requirements of the vacant position and have been certified as a Section 3 Resident will automatically have an interview.

Types of Employment Opportunities with the WHA :

Administrative/Office/Maintenance - Receptionist, Clerk Typist, Management Aide, Secretary, Accounting, Purchasing, IT (Information Technology), Eligibility Technician, Service Maintenance Specialist, Painter, Electrician, and Carpenter.

Types of Employment Opportunities with Contractors

General Contracting, Painting, Electrical, Masonry/Concrete, Roofing, Plumbing, Trucking (hauling), Excavation, landscaping, snow removal, janitorial/cleaning, operating engineering, Mechanical, etc.

For WHA Employment - Employment Application and Section 3 Resident Business Certification forms are available at the WHA office.

Access Section 3 Regulations - www.access.gpo.gov/nara/cfr/index.html

Contact - For further information on the WHA Section 3 Program or how to certify your business as a Section 3 business or to obtain a certified Section 3 business listing, contact Brian Boggia , WHA, Executive Director, 508.655.6310 x11

