



Los Angeles County
DEPARTMENT OF



Human Resources



TEMP LA

Scan QR Code and Apply Now!



Office Support Assistant

Gain valuable work experience in the Temporary Services Registry Program (TempLA) as an Office Support Assistant (OSA). OSAs provide clerical office support in various County departments. This temporary position (limited to two years) will provide you with on-the-job experience, County medical insurance, and participation in a Pension Savings Program. **To qualify, applicants must submit a Job Services or Work Readiness Job Program Certificate.**

\$18.14/hour

Benefits:

- On-the-job work experience
- County medical insurance
- County Pension Savings Plan

Contact Us

Email: TempLA@hr.lacounty.gov

<https://www.governmentjobs.com/careers/lacounty>





TEMP LA

County of Los Angeles Temporary Services Registry Program

Work Readiness Certificates eligible for the Office Support Assistant position:

Los Angeles County Dept. of Public Social Services GAIN or START Job Services Certificate:

- GAIN Job Club
- GAIN Flex Job Club
- Blueprint for Workplace Success Programs
- START Cell-Ed Certificate (formerly GROW)

Los Angeles County Department of Economic Opportunity (DEO) Work Readiness Job Certificate of Completion:

- America's Job Center of California (AJCC) - Job or Work Readiness Training Program
- Careers for a Cause (C4C) Work Readiness Training Program

Los Angeles County Office of Education (LACOE) Work Readiness Job Certificate of Completion:

- START Job Readiness Training (formerly GROW)
- GAIN Job Readiness Training

South Bay Department of Mental Health (SA-4 Peer Resource Center) Work Readiness Job Certificate of Completion:

- Service Area (SA) - 4 Peer Resource Center Work Readiness Training