



TEMP LA

County of Los Angeles Temporary Services Registry Program

OFFICE SUPPORT ASSISTANT (OSA)

On the Job Work Experience

Benefits

- \$25.00/hour
- County Medical insurance
- Pension Savings Plan

ABOUT THE PROGRAM

- Temporary position (limited to a duration of 24 months)
- Gain valuable work experience by providing clerical office support within a County department

To qualify, applicants must submit a Job Services or Work Readiness Job Program Certificate*

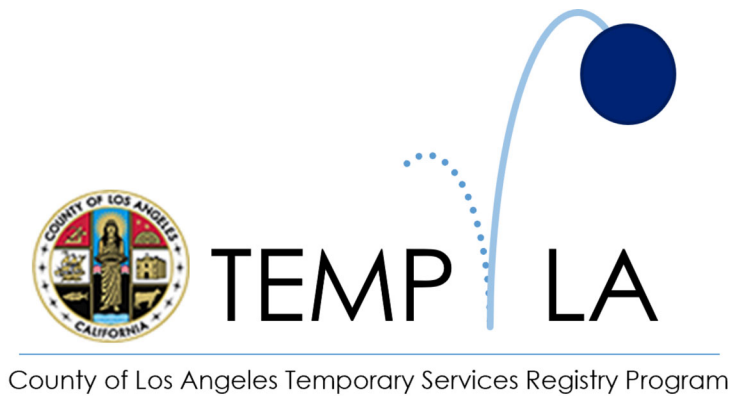
**See back of flyer for acceptable certificates*

Scan the QR Code to Apply!



SCAN ME

If you have questions, contact us: **TempLA@hr.lacounty.gov**



Work Readiness Certificates eligible for the Office Support Assistant Position:

- **Los Angeles County Department of Public Social Services GAIN Job Services Certificate:**
 - Focus 360 (Formerly Gain Job Club/Flex Job Club)
 - Blueprint for Workplace Success Programs
 - Cell-ED Certificate (formerly GROW)
- **Los Angeles County Department of Economic Opportunity (DEO), Work Readiness Job Certification of Completion:**
 - Job or Work Readiness Training Program (America's Job Center of California/AJCC)
 - Careers for a Cause (C4C)
- **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