



Complaint Information Form

U.S. Department of Labor Civil Rights Center

1. Complainant Information:

State your name and address:

National Employment Law Project
405 14th Street, Suite 1400
Oakland, CA 94612
Attn: Maurice Emsellem

Your telephone number(s):

Home Number: () -

Work Number: (510) 663 - 5700

2. Respondent Information:

Provide name and address of agency involved:

Primary Recipient

California Labor & Workforce Development Agency
801 K Street, Suite 2101
Sacramento, CA 95814
Telephone Number: (916) 327 - 9064

Subrecipients

California Workforce Investment Board
777 12th Street, Suite 200
Sacramento, CA 95814
Telephone Number: (916) 324 - 3425

Alameda One Stop Career Center
555 Atlantic Avenue
Alameda, CA 94501
Telephone Number: (510) 748 - 2208

California Employment Development Department
PO Box 826880, MIC 83
Sacramento, CA 94280-0001
Telephone Number: (800) 480 - 3287

Oakland Private Industry Council
1212 Broadway, # 300
Oakland, CA 94612
Telephone Number: (510) 768 - 4473

EASTBAY Works, Inc.
1212 Broadway, Suite 300
Oakland, CA 94612
Telephone Number: (510) 768 - 4450

Eastmont SSA Career Center
7200 Bancroft Avenue, Suite 140
Oakland, CA 94605
Telephone Number: (510) 568 - 8349

Yuba County One Stop
1114 Yuba Street
Marysville, CA 95901
Telephone Number: (916) 774 - 4700

Glenn County Human Resources Agency One Stops
420 E. Laurel Street
Willows, CA 95988
Telephone Number: (530) 934 - 6514

604 E. Walker Street, Suite A
Orland, CA 95963
Telephone Number: (530) 865 - 1165

Work Source California (Southern California One Stops)

East Los Angeles Employment & Business WorkSource Center
5301 Whittier Boulevard, 2nd Floor
Los Angeles, CA 90022
Telephone Number: (323) 887 - 7122

South Bay One-Stop Business & Career Centers
110 South La Brea Avenue, Suite 500
Inglewood, CA 90301
Telephone Number: (310) 680 - 3700

3. What is the most convenient time and place for us to contact you about this complaint?

Monday through Friday, 9:00 am – 5:00 pm PST

4. To your best recollection on what date(s) did the discrimination take place?

Date of first occurrence: 2009

Date of most recent occurrence: Continuing

5. Have you ever attempted to resolve this complaint at the local Level? No or Yes

a. Have you been provided with a final decision at the local level regarding your complaint?

No Yes

Date of final decision (if any)

b. Have 90 days elapsed since you filed or attempted to file this complaint at the local level?

No Yes

Date you filed or attempted to file your complaint at the local level.

6. Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons were treated differently from you. Also attach any written material pertaining to your case.

The above listed entities, including the primary recipient and subrecipients of federal Workforce Investment Act (WIA) funds in California, are liable under Section 188 of WIA (28 U.S.C. § 2801) and Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) for job advertisements posted in California that contain express refusals to consider applicants with a criminal record.

Blanket hiring restrictions that exclude anyone with a prior felony and/or misdemeanor criminal record from employment have a “disparate impact” on African Americans, Latinos and other racial and ethnic groups protected against discrimination by the nation’s civil rights laws. Because of the disproportionate impact on people of color, the Equal Employment Opportunity Commission (EEOC) has issued guidelines requiring that hiring restrictions based on a criminal record be “job related” and consistent with “business necessity,” thus taking into account the nature, age and relationship of the criminal record to the job at issue. Of special significance to this complaint, the EEOC guidelines also state that “an absolute bar to employment based on the mere fact that an individual has a criminal record is unlawful under Title VII.” U.S. Equal Employment Opportunity Commission, *Policy Statement on the Issue of Conviction Records Under Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000 et seq. (1982).*

Like Title VII, the U.S. Department of Labor’s Title VI regulations mandate that facially neutral policies that have the effect of discriminating against a protected group – such as job postings that deny employment to people with a criminal record – require special scrutiny (29 C.F.R. § 31.3(b)(2)). According to the Department of Justice (DOJ), Civil Rights Division guidelines regulating Title VI, a recipient and subrecipient of federal funds must establish a “substantial legitimate justification” for a challenged “disparate impact” policy, which is similar to the standard of “business necessity” under Title VII. U.S. Department of Justice, Title VI Legal Manual, Section VIII, B. (January 11, 2001).

Accordingly, the attached job postings circulated by WIA-funded programs in California, which broadly deny employment to people with a criminal, violate Title VI. For example, Work Source California (a consortium of Southern California One Stop Career Centers) posted jobs ad expressly stating, "No criminal background" and "No felonies or misdemeanors." The ads attached to the present complaint were collected over a limited period of time, mostly from on-line sources that are readily available to the public. Because this is a small sample of thousands of job ads circulated by WIA-funded activities in California, the total number of discriminatory ads most likely exceeds those identified in the current complaint.

Pursuant to Title VI and Section 188 of WIA, DOL should investigate the California Labor and Workforce Development Agency, which is the recipient of WIA funds for Title VI purposes, the State Workforce Investment Board, the local Workforce Investment Boards, the local One Stop Career Centers and the other subrecipients of WIA funding identified in the complaint. Given the pervasiveness of the practice, DOL's investigation and enforcement actions should extend to all the WIA-funded job search related activities in California, not just to the specific programs identified in the present complaint. To correct for these violations, DOL should require that all such programs desist from posting job ads that violation the civil rights of people with a criminal record. In addition, DOL should issue guidelines to WIA-funded program on the civil rights and consumer protections that apply to criminal background checks for employment and initiate an aggressive outreach and education campaign in partnership with other appropriate federal and state civil rights agencies, targeting the employer community and workers who receive WIA-funded services.

For DOL use only	
CIF Received by CRC: _____ Accepted _____ Not Accepted	Case Number _____
By:	Date:

7. To the best of your knowledge, which of the following Department of Labor programs were involved? (Check one)

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> Workforce Investment Act (WIA) | <input type="checkbox"/> OSHA | <input type="checkbox"/> Unemployment Insurance | <input type="checkbox"/> New Directions |
| <input type="checkbox"/> Job Training (JTPA) | <input checked="" type="checkbox"/> Job Service | <input type="checkbox"/> Job Corps | <input type="checkbox"/> Displaced Worker |
| <input type="checkbox"/> MSHA | <input type="checkbox"/> WIN | <input type="checkbox"/> Apprenticeship | <input type="checkbox"/> Other: Specify |
| <input checked="" type="checkbox"/> Welfare to Work | <input type="checkbox"/> Youth | <input type="checkbox"/> Older Americans | |

8. Basis of Complaint: Which of the following best describes why you believe you were discriminated against: (Check)

- Race: Specify
- Color: Specify
- Religion: Specify
- National Origin: Specify
- Sex: Specify [] Male [] Female
- Age: Specify Date of Birth:
- Disability: Specify
- Political Affiliation: Specify
- Citizenship: Specify
- Reprisal/Retaliation: Specify
- Other: Specify

9. Do you think the discrimination against you involved: (Check one)

- Your job or seeking employment?
- or
- Your using facilities or someone providing/not providing you with services or benefits?

If so, which of the following are involved?

- | | |
|---|---|
| <input checked="" type="checkbox"/> Hiring | <input type="checkbox"/> Harassment |
| <input type="checkbox"/> Transition | <input type="checkbox"/> Access/Accommodation |
| <input type="checkbox"/> Wages | <input type="checkbox"/> Union Representation |
| <input type="checkbox"/> Job Classification | <input type="checkbox"/> Union Activity |
| <input type="checkbox"/> Discharge/Termination | <input checked="" type="checkbox"/> Application |
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Enrollment |
| <input type="checkbox"/> Training | <input checked="" type="checkbox"/> Referral |
| <input type="checkbox"/> Transfer | <input checked="" type="checkbox"/> Exclusion |
| <input checked="" type="checkbox"/> Qualification/Testing | <input checked="" type="checkbox"/> Placement |
| <input type="checkbox"/> Grievance Procedure | <input type="checkbox"/> Benefits |
| <input type="checkbox"/> Layoff/Furlough | <input type="checkbox"/> Performance Appraisal |
| <input type="checkbox"/> Recall (From Layoff-Furlough) | <input type="checkbox"/> Discipline/Reprimand |
| <input type="checkbox"/> Seniority | <input type="checkbox"/> Intimidation/Reprisal |
| <input type="checkbox"/> Other: Specify | |

10. Why do you believe these events occurred?

11. What other Information do you think is relevant to our investigation?

12. If this complaint is resolved to your satisfaction, what remedies do you seek?

Pursuant to Title VI and Section 188 of WIA, DOL should investigate the California Labor and Workforce Development Agency, which is the recipient of WIA funds for Title VI purposes, the State Workforce Investment Board, the local Workforce Investment Boards, the local One Stop Career Centers and the other subrecipients of WIA funding identified in the complaint. Given the pervasiveness of the practice, DOL's investigation and enforcement actions should extend to all the WIA-funded job search related activities in California, not just to the specific programs identified in the present complaint. To correct for these violations, DOL should require that all such programs desist from posting job ads that violation the civil rights of people with a criminal record. In addition, DOL should issue guidelines to WIA-funded program on the civil rights and consumer protections that apply to criminal background checks for employment and initiate an aggressive outreach and education campaign in partnership with other appropriate federal and state civil rights agencies, targeting the employer community and workers who receive WIA-funded services.

13. Please list below any persons (witnesses, fellow employees, supervisors, or others) that we may contact for additional information to support or clarify your complaint:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
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14. Do you have an attorney?

Yes No

If yes, please provide name, address and phone:

<u>Attorney Name</u>	<u>Address</u>	<u>Telephone Number</u>
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15. Have you filed a case or complaint with any of the following?

- Civil Rights Division, U S Dept of Justice
- U S Equal Employment Opportunity Commission
- Federal or State court
- Your State or local Human Relations/Rights Commission

16. For each item checked in #15 above, please provide the following Information:

Agency:
Data Filed:
Case or Docket Number
Date of Trial or Hearing:
Location of agency or court
Name of Investigator:
Status of Case:
Comments:

17. Sign (Complaint NOT VALID unless signed)

Maurice Emsellem

Name: Maurice Emsellem

June 22, 2011

Date:

U.S. Department of Labor, Civil Rights Center
NOTICE ABOUT INVESTIGATORY USES OF PERSONAL INFORMATION

Two Federal laws govern personal information to Federal agencies, including the Civil Rights Center (CRC), the Privacy Act of 1974, (5 U.S.C. 552) and the Freedom of Information Act (5 U.S.C. 552) or "FOIA". Please read the description of how these laws apply to information connected with your complaint. After reading this notice, please sign and return the consent agreement printed on the back of this notice, along with your complaint form.

The PRIVACY ACT protects individuals from misuse of personal information held by the Federal Government. The law applies to records that are kept and can be located by the individual's name, social security number, or other personal identification system. Anyone who submits information to CRC in connection with a discrimination complaint should know the following:

- CRC has been authorized to investigate complaints of discrimination on the basis of race, color, national origin, age, and handicap and in some programs on the basis of sex, religion, citizenship, and political affiliation or belief, in programs that receive Federal funds through the Department of Labor, CRC is also authorized to conduct reviews of federal funded program to assess their compliance with civil rights laws.
- Information that CRC collects is analyzed by authorized personnel with CRC. This information may include personnel or program participant records, and other personal information. CRC staff may want to reveal some of the personal information to individuals outside the office in order to verify facts related to the complaint, or to discover new facts which will help CRC determine whether the law has been violated. Such information could include, for example, the physical condition or age of a complainant. CRC may also have to reveal personal information to a person who submits a request for disclosure authorized by the Freedom of Information Act.
- Information submitted to CRC may also be revealed to persons outside of CRC because it is necessary in order to complete enforcement proceedings against a program that CRC finds to have violated the law or regulations. Such information could include, for example, the name, income, age, marital status or physical condition of the complainant.
- Any personal information you provide may be used only for the specific purpose for which it was requested. CRC requests personal information only for the purpose of carrying out authorized activities to enforce, and determine compliance with, civil rights laws and regulations. CRC will not release personal information to any person or organization unless the person who submitted the information gives written consent, or unless release is required by the Freedom of Information Act.
- No law requires that a complainant reveal personal information CRC, and no action will be taken against a person who denies CRC's request for personal information. However, if CRC cannot obtain the information needed to fully investigate the allegations in the complaint, CRC may close the case.
- Any person may ask for, and receive, copies of all personal materials CRC keeps in his or her file for investigatory use.

AS A POLICY, CRC DOES NOT REVEAL NAMES AND OTHER IDENTIFYING INFORMATION ABOUT INDIVIDUALS UNLESS IT IS NECESSARY TO COMPLETE INVESTIGATION OR ENFORCEMENT ACTIVITIES AGAINST A PROGRAM WHICH HAS VIOLATED THE LAW. CRC never reveals to the program under investigation the identity of the person who filed the complaint, unless the complainant first gave CRC written permission to do so.

The FREEDOM OF INFORMATION ACT (FOIA) gives the public maximum access to Federal government files and records. Persons can request and receive information from many types of records kept by the Federal government-not just materials that apply to them personally. The Civil Rights Center must honor most requests for information submitted under FOIA, but there are exceptions.

- CRC is usually not required to release information during an investigation or an enforcement proceeding if that release would limit CRC's ability to do its job effectively; and
- CRC can refuse to disclose information if release would result in a "clearly unwarranted invasion" of a person's privacy.

PLEASE READ AND SIGN SECTION A OR SECTION B OF THE CONSENT FORM PRINTED ON THE BACK OF THIS NOTICE, AND RETURN IT TO THE CIVIL RIGHTS CENTER WITH YOUR SIGNED COMPLETED COMPLAINT INFORMATION FORM.

CONSENT FORM

I have read the Notice about Investigatory Uses of Personal Information, printed on the front of this form. I understand the following provisions of the Privacy Act and Freedom of Information Act, which apply to personal information I reveal to the Civil Rights Center in connection with my complaint:

In the course of investigating my complaint, CRC may have to reveal my identity to staff of the program named in my complaint in order to obtain facts and evidence regarding my complaint;

I do not have to reveal any personal information to CRC, but CRC may close my complaint if I refuse to reveal information needed to fully investigate my complaint;

I may request and receive a copy of any personal information CRC keeps in my complaint file for investigatory uses; and

Under certain conditions, CRC may be required by the Freedom of Information Act to reveal to others personal information I have provided in connection with my complaint.

SECTION A

YES, CRC MAY DISCLOSE MY IDENTITY IF NECESSARY TO INVESTIGATE MY COMPLAINT. I have read and understand the notice, and I consent for CRC to disclose my identity during investigation of my complaint.

Marice Ewald
(Signature)

June 22, 2011
(Date)

SECTION B

NO, CRC MAY NOT DISCLOSE MY IDENTITY, EVEN IF NECESSARY TO PROCESS MY COMPLAINT. I have read and understand the notice, and I do not consent for CRC to disclose my identity during investigation on of my complaint. I request that CRC process my complaint, however, I understand that CRC may cancel my complaint if it cannot fully investigate without disclosing my identity. I also understand CRC may close my complaint if it cannot begin an investigation because I have not consented for CRC to reveal my identity.

(Signature)

(Date)

Persons are not required to respond to a collection of information unless it displays a currently valid OMB control number. Completing this form is voluntary; however, the requested information must be provided in order to file a complaint of discrimination. The Department of Labor's Civil Rights Center will use the information to investigate your complaint of discrimination. The estimated average response time to complete this form is 15 minutes per response. Send comments regarding this estimate or any other aspects of this collection of information to the U.S. Department of Labor, Office of the Assistant Secretary for Administration and Management, Civil Rights Center, Room N-4123, Washington, D.C. 20210. Please reference OMB control number 1225-0077.



Manpower is Hiring



**Wednesday
April 1st, 2009
11am**

Are you looking for a fun job in Hayward, CA?
Manpower offer's a great seasonal opportunity @
Bank of America LocBox Project!

Over 600 people are needed to fill:

- Data Entry Operator positions
- Proof Operators
- General Clerical

Qualified candidates must be able to pass:

- **Background Check (no felonies or misdemeanors)**
- Reference Check
- FBI Fingerprint Search

ALAMEDA ONE STOP CAREER CENTER
College of Alameda
Portable P (West Campus Dr.)
555 Ralph Appezato Memorial Parkway
Alameda, CA 94501

Madeline Neighly

Subject: FW: EASTBAY Works Hot Job Alert FW: Warehouse and Materials Handler OSR 3.2.2011
Attachments: Warehouse Staffing OSR 3-2-2011.doc

From: Rochelle Baxter-Green [mailto:rbaxtergreen@oaklandpic.org]
Sent: Thursday, February 24, 2011 4:53 PM
To: All; Ed McMillan
Subject: Warehouse and Materials Handler OSR 3.2.2011

To All Job Developers, Employment Specialists, Case Managers, and all other Workforce Development professionals.

This Wednesday, March 2, at 1:00 p.m. we will be having an On-Site Recruitment here at Eastmont Career Center, 7200 Bancroft Avenue, Suite140, Oakland, CA

Please see attached Flyer for details.

These are warehouse positions and require the **ability to pass a DOJ criminal background investigation** – this covers a candidates entire background; not just the

past seven or ten years. **BACKGROUND MUST BE CLEAN – NO FELONIES OR MISDEMEANORS.**

Please be advised – for applicants who successfully pass the interview session, an **immediate oral swab drug test will be administered on site.**

Thank you all for your support and have a great day!

Rochelle

Rochelle Baxter-Green, GCDF

Job Developer/Business Services Representative
Oakland PIC - Eastmont
7200 Bancroft, Suite 140
Oakland, CA 97605
(510) 383-3602 (office)
(510) 926-9805 (cell)
(510) 568-3708 (fax)

This information is sent exclusively to subscribed members of the EASTBAY Works HOT JOB distribution list . This list is moderated by Ed Mc Millan at EASTBAY Works. You may contact the moderator by replying to this e-mail.

As a reference, if you wish to unsubscribe to this list for any reason (vacation, job change, etc.) just send an e-mail to:

eastbayworksjobs1-unsubscribe@servicequality.us

You will automatically be unsubscribed from the list.

To restart your subscription, send an e-mail to:
eastbayworksjobs1-subscribe@servicequality.us

For CURRENT CalWorks and GA Clients ONLY!!

Are you seeking employment?

If so come to the

SSA Career Center On-Site Recruitment for

Wednesday, March 2nd at 1:00 SHARP!

Seaport Container/Logistics Firm

Looking for:

Warehouse Material Handlers
unloading containers and loading trucks



Eastmont SSA Career Center

Eastmont Town Center

7200 Bancroft Avenue ~ Suite 140, Oakland, CA

Positions require Swab Drug test and Clean Background

IMPORTANT

Come Prepared for
and Dressed for
an Interview


Oakland Private Industry Council, Inc.

IMMEDIATE OPENINGS

Seeking **280** Individuals in the Cities of:
Hawaiian Gardens, Carson, Gardena, Compton, Rancho
Dominguez, Paramount, Bell Flower, Downey, Bell,
Irwindale and many more...

Date: March 31, 2011

Time: 9:00 a.m. to 1:00 p.m.

**Location: DOWNEY FAMILY YMCA
11531 Downey Ave. Downey, CA 90241**

**Must be able to pass a drug test and background check
(Please NO Felonies)**

General Laborers:

Packers, Production Line Workers, Sorters,
labelers.

Sanitation Workers/ Maintenance Workers
Loaders/ off loaders

Warehouse Clerks:

Forklift Operators (Clamp, Cherry Pickers, and
Stand up Reach Sit down Electric / Manual Pallet
Jack Ryder's.) Must have a minimum of 6 months
exp.

Inventory Clerks Must be computer Literate and
experienced in Forklift and Warehouse
Operations.

Quality Control: in Logistics atmosphere.

Machine Operators (Fill Form Seal Exp.)

Production Schedulers

QC Supervisors:

In Food MFG/pharmaceuticals

Maintenance Mechanics: Ability to trouble
shoot, repair Industrial Machinery in Food MFG.

Administrative/ Clerical:

**Customer Service Representatives in the
Fashion Industry:** Will be directly dealing with
designer, Sales Reps, and major retail Stores such
as Barneys New York, Bloomingdales,
Nordstrom's and Saks Fifth Avenue.

For further questions please contact:

**CONNIE LOPEZ/ JOB DEVELOPER:
323) 887-7122 /CONNIELOPEZ@RESCARE.COM**

Leads for March 28, 2011

CNAs / CAREGIVERS / HOMEMAKERS / SENIORS / STUDENTS
STAY-AT-HOME MOMS & DADS

Benefits. Flexible scheduling. Free CEU classes.

Position 1: Help seniors stay independent at home. Bathing / Grooming, Cooking / Shopping, Cleaning / Laundry, Live-in with the elderly, Travel Companion, Transferring, Short / Long hours. Short-term and permanent positions available.

Position 2: Help families and children with developmental disabilities. Provide relief for parents from their caregiving duties. Weekends / Evenings available. Make a difference with a child and help them meet a developmental milestone. Understand a variety of diagnoses (autism, MR, etc.)

Position 3: Work days and some evenings. Must have transportation. Personal Care (Grooming), Cleaning (Laundry), Transport to medical appointments.

Positions throughout Southern California. **No criminal background.** One year recent, verifiable and related professional work references. Homemaker - able to lift 40 pounds; Caregiver – able to lift 75 pounds. 18 or older. Care about others. Dependable, reliable and trustworthy. Follow instructions and take initiative. Patient. Transportation and phone accessibility.

Apply to Cambrian Homecare.

**5199 E. Pacific Coast Highway, Suite 100
Long Beach, CA 90804
(877) 390-4300**

GED PREP: 6 WEEK FAST TRACK COURSE

Saturdays from 8:00am – 3:00pm. Six sessions *starting April 16th and again on July 9th, 2011.* Ages 16 and up. Intensive hands-on workshops covering each of the five parts of the test: Math, Science, Social Science, Reading and Writing. Participate in simulated mock-GED exams. Fee: \$299. Before the first meeting, buy “Barron’s GED 15th Edition by Murray Rockowitz, Ph.D., Samuel Brownstein, Max Peters, Ira K. Wolf, Ph.D. ISBN#13-978-076-419-7420.

For more information call El Camino College Community Education.

(310) 660-6460 / www.ECCommunityEd.com

CAREER EXPLORATION CLASS - 18 years of age and up.

Uncover interests, personality traits and work style preferences to make better career choices. Learn how to identify existing skills that transfer to other professions. By using various indicators, you will also assess your skills, career values, and patterns of behavior as it relates to your working life. *Bring pen and paper.* Cost=\$54.00.

**Up to four consecutive Wednesdays starting April 13-May 4, 2011, from
7:00 – 9:00pm.**

**Register in advance by phone, on-line or on the first day of class at
Redondo High School.**

**600 Diamond Street, Room 826
Redondo Beach, CA**

(310) 318-5152 or www.southbayadult.org

Leads for March 28, 2011 (b)

FOOD PREP, DISHWASHER, BANQUET WAITER
P/T, 10-15 hrs/wk. Palos Verdes. English/Spanish (little English okay.)
For more info call (310) 697-3002.

LOS ANGELES CAREER FAIRS
Wednesday, March 30, 2011 from 11:00 AM to 2:00 PM
Renaissance Los Angeles Airport Hotel
9620 Airport Boulevard
Los Angeles, CA 90045

CLINICAL DENTAL ASSISTANT
P/T, as needed. M–W: 8:45–5, TH-F: 8:45-3. (Some flexibility with hours.) All phases of dentistry. Enthusiastic, warm, personable, neat, organized and quick to learn with strong English communication and personal presentation skills. Will train motivated and career-minded individual. Dependable with reliable transportation and consistent home environment. X-Ray license with adequate proficiency. Must present well. PC skills a plus. Torrance office.

Fax resume with hand written cover letter.

Fax: (310) 326-5490

SEEKING 280 INDIVIDUALS
March 31, 2011 from 9:00 a.m. to 1:00 p.m.
in the Cities of: Hawaiian Gardens, Carson, Gardena, Compton, Rancho Dominguez, Paramount, Bell Flower, Downey, Bell, Irwindale and many more... Able to pass a drug test and background check. **NO Felonies.**

-General Laborers: Packers, Production Line Workers, Sorters, Labelers. Sanitation Workers/ Maintenance Workers. Loaders/ off loaders. Warehouse Clerks. Forklift Operators (Clamp, Cherry Pickers, and Stand up Reach Sit down Electric / Manual Pallet Jack Ryder's – all with 6 months experience). Inventory Clerks: computer Literate and experienced in Forklift and Warehouse Operations. Quality Control: in Logistics atmosphere. Machine Operators (Fill Form Seal Exp.) Production Schedulers. QC Supervisors: In Food MFG/pharmaceuticals.

Maintenance Mechanics: trouble shoot, repair Industrial Machinery in Food MFG.

Administrative/ Clerical: Customer Service Representatives in the Fashion Industry: Will be directly dealing with designer, Sales Reps, and major retail Stores such as Barneys New York, Bloomingdales, Nordstrom's and Saks Fifth Avenue.

Downey Family YMCA

11531 Downey Ave.

Downey, CA 90241

For further questions please contact: Connie Lopez, job developer.

323) 887-7122 / email: CONNIELOPEZ@RESCARE.COM

Leads for March 28, 2011 (b)

EMERGENCY SHELTER MONITOR / SHELTER BATHROOM MONITOR

F/T: Su-TH: 4:00am -12:30pm. Mandatory staff meetings every other Wednesday from 1:30pm-3:00pm. May be required to work overtime. High school diploma or GED. Valid driver's license.

Supervise men in emergency shelter beds. Ensure that the shelter beds are kept in a neat and organized manner. Provide wake up calls for men who need to get up early. Pack belongings of men who have left the shelter. Check in soiled linens from emergency and transitional men's programs on a weekly basis. Maintain cleanliness of drop-in center (and upstairs) bathrooms during men's hours according to the Center's standards. Ensure that no clients use alcohol or any other type of narcotics in the restroom. Assist clients in providing bathroom supplies (toilet paper, soap, razors, etc...) Clean restroom at various times throughout the work shift. Write clearly to ensure that the staff log book is kept up to date with current information. Be courteous to all clients irrespective of gender, age, race, or sexual orientation. Willing to work in a client population that has mental illness and substance abuse issues. Deescalate situations and handle situations calmly if clients become agitated. Willing to accept responsibility of not just the cleanliness of the bathrooms but of the general upkeep of the Center. Assist residential assistants with various duties around the Center.

Email your resume to Justin Mammen for Society of St. Vincent De Paul –St. Vincent's Cardinal Manning Center.

Email: jmammen@svdpla.org

GET YOUR HIGH SCHOOL DEGREE OR GED FREE

Enrollment is limited. Classes conducted at the address below, Tuesdays and Thursdays from 9:00am to 12 noon and from 2:00pm to 5:00pm. At least 18 years of age; commit to attend all scheduled classes; and Enroll for pre-admission testing to be conducted at Goodwill.

For more information please contact Goodwill.

800 W. Pacific Coast Hwy.

Long Beach, CA 90806

Phone: 562-435-3411 x211

**CUSTOMER SERVICE REPRESENTATIVES CABIN CLEANERS
BAGGAGE RUNNER**

Able to work weekends and holidays, all shifts. Benefits, union. LAX International Airport. Friendly, professional and dependable. Pass drug test and thorough criminal background/FBI fingerprint check. **No felonies or misdemeanors.** 18 or older. Must bring: Calif. Drivers License or ID, Social Security Card, Birth Certificate or U.S. Passport or Legal Right to Work, High School Diploma or GED. Good English communications and data entry skills. Reliable transportation required. Computer Literate. Customer service experience preferred.

For more information contact Lazaro Inguanzo by March 31, 2011, for G2 Secure Staff.

South Bay One-Stop Business & Career Centers

110 South La Brea Avenue, Suite 500, Inglewood, California 90301

310 680 3700



Sponsored by the Workforce Development Board of Contra Costa County

On-Site Recruitment Event

Renoir Staffing, LLC.

Where: EASTBAY Works One Stop Career Center
4071 Port Chicago Highway, Suite 250
Concord, CA 94520

When: Thursday April 14, 2011 @ 1:30pm sharp!

**NOW Hiring for FT/PT Temporary, Temp-to-Hire,
and Direct Hire Employees for the following positions:**

Receptionists/Administrative
Licensed Realtors
Leasing Consultants
Tax Credit Experience
Assistant/Property Managers
Maintenance Technicians/Supervisors
Janitors/Porters

Positions Available in: East Bay

Pay: DOE

Minimum Hiring Standards (Must be met to be interviewed)

- **Be able to pass a 7-year background check**
- Must be willing to consent to drug testing
- * Must be experienced in property management
- * Must have own transportation

SEATING IS LIMITED

On a First-Come, First-Served Basis

25 applicants max

Dress professionally and bring a resume. Job seekers will be interviewed. Individuals will be interviewed in order based on when they sign in for this event.

www.eastbayworks.com

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

For TDD services, please call 1-800-735-2922



**YUBA COUNTY ONE STOP
BUSINESS SERVICES
1114 YUBA STREET, MARYSVILLE, CA 95901
(530) 749-4973**

APRIL 25, 2007

**CHECK OUT “NEW JOB LISTINGS” AND “JOB OPPORTUNITIES” TABS AT
WWW.CO.YUBA.CA.US/CONTENT/DEPARTMENTS/HHSD/EMPLOYMENTSERVICES**

JOB FAIRS

- **Yuba College Job/Career Fair – Thursday, May 3, 2007 from 10 a.m. to 2 p.m.** – Center of Campus, 2088 North Beale Rd, Marysville, CA 95901. Explore numerous career options, receive applications from employers, learn what it takes to land that great job! For more info call 741-6729 or 741-6804.

YUBA/SUTTER LISTINGS

New

- **Yuba County:** For a listing of all current vacancies, visit the Yuba County Personnel Department at: www.co.yuba.ca.us/content/departments/personnel/employment.asp
- **Sutter County:** For a listing of all current vacancies, visit the Sutter County Personnel Department at: http://www.co.sutter.ca.us/doc/government/depts/personnel/personnel_jobs#Regular

New

- **Employment Development Department (EDD)** is seeking a **Student Assistant (Bilingual English/Spanish)** to represent the Department’s Youth Employment Opportunity Program (YEOP) in the local Job Service office. Must meet program criteria (At Risk characteristics), be enrolled in college or university, speak, read, write both English and Spanish, be computer literate, possess good communication, customer service and reading and writing skills and be comfortable speaking to groups. To apply, complete and return the form DE 8446, YEOP Assessment, by 5/3/07 to: Employment Development Department, Attn: Diana Barry, Manager, 1114 Yuba St, Marysville, CA 95901.

New

- **City of Yuba City – Public Works Maintenance Worker (Temp)** at \$12/hr. Apply by **5/1/07**. **Administrative Assistant** at \$3,253/mo. Apply by **5/4/07**. Submit original Yuba City application to City of Yuba City, Human Resources Dept, 1201 Civic Center Blvd, Yuba City CA 95993. For more information go to www.yubacity.net.

New

- **E Center’s Head Start (Marysville): Family Services Specialist** (Bilingual English/Spanish) at \$14.84/hr. Requires AA/BA or higher degree in Social Welfare, Human Development, ECE or related field, 3+ years experience, and valid CA Drivers license. Apply by **5/7/07**. Apply online at www.ectr.org.

BUTTE LISTINGS

New

- **Kga Mart Valero Gas Station (Oroville) – Cashier** at \$7.50/hr. 1 year experience and great customer service. Minimum 21 years old, able to handle money, credit card machines and life 15-25 pounds stocking drink items. Report in person to Dona Smith, 555 Oro Dam Blvd, Oroville CA 95965

New

- **Administrative Assistant, Office Assistant I and II.** Community Action Agency of Butte County, Inc. (CAABCI) has immediate clerical openings at our Housing & Community Development Dept. Must have experience; possess a valid CA driver’s license, DMV printout and valid insurance. HS diploma/GED required. For additional information call CAABCI at (530) 538-7559 Ext. 101.

New

- **Delivery Driver** 2 axle bobtail truck for local perishable foods route. CA Class "C" license and good driving record required. Must have customer service skills and neat appearance. Uniforms provided. Good starting wage and great benefits package. Apply at 70 Pepsi Way, Durham, by fax: (530) 893-8631, or e-mail tdunn@propacificfresh.com. No phone calls please.

New

- **Gridley Nursery** is currently recruiting for **Freight Shipping & Receiving, Production Manager and Maintenance Tech** positions. All are F/T, temp to hire. Wages vary DOE. Apply now with resume at Rush Personnel Services (530) 893-5500.

New

- **Customer Service Rep.** Auto background a plus; phone and internet sales. Apply in person at Express Personnel Services, 60 Independence Circle, Ste. 103, Chico CA.

New

- **Millwright** at \$15/hr. Gear Boxes, electrical troubleshooting, machine repair, working with Drill Presses, Hydraulic Presses, etc. Apply in person at Express Personnel Services, 60 Independence Circle, Ste. 103, Chico CA.

New

- **Office Admin/AP/Payroll.** F/T. Experience in payroll and accounts payable, reliability and punctuality imperative. Computer/internet literate. Excellent customer service/people skills. Apply in person at Express Personnel Services, 2351 Washington Ave, Ste B, Oroville, CA 95965.

New

- **Laborers.** General laborer with solid work history. Ability to do physical work and pass a drug test. Bring your resume and DMV printout to Express Personnel Services, 2351 Washington Ave, Ste B, Oroville CA 95965.

New

- **Electrical Technician (Industrial).** Must be able to read and interpret electrical/electronic schematics, experience with industrial electrical panels and controls, 220V/440V systems, industrial motors, bending/running conduit, trouble shooting, machine installation, industrial facility wiring, and machine controls. Temp to Perm. Full-Time position, wage negotiable DOE. Apply in person at Express Personnel Services, 60 Independence Circle, Ste. 103, Chico CA.

[PLACER/SACRAMENTO/YOLO LISTINGS](#)

New

- **Conservationist I, CCC** at \$2,525/mo. Apply by **4/30/07**. Candidates who meet the requirements may take the exam. For information go to <http://www.ccc.ca.gov> or contact Ranae.Heffron@ccc.ca.gov

New

- **City of Roseville - Adult Softball Scorekeeper** (Temp/Seasonal) at \$10.75 per game. Must be at least 16 years old. Apply by **6/1/07**. Apply online at www.roseville.ca.us/jobs

New

- **Distribution Clerks** at \$9/hr. Must have HS diploma or equivalent. **Pass background investigation with no felonies or misdemeanors for the last 7 years.** Ability to lift at least 15 pounds and stand for long periods of time. Please bring Social Security card and CA drivers license or CA ID to a Manpower Recruiter on Tuesday **5/8/07 at 9 a.m.** or Tuesday **5/22/07 at 9 a.m.** at 925 Del Paso Blvd, Sacramento CA 95815. Call (916) 263-4654 or (916) 263-3744 to reserve a seat. Please allow 3-4 hours for interview and assessments.

New

- **Sacramento County Department of Human Assistance** is hiring **Eligibility Specialist & Eligibility Specialist-Special Skills** (Language/Culture Proficiency) at \$15.42/hr. Apply by **4/27/07**. Applications and complete job description are available on line at www.saccountyjobs.org or by calling (916) 874-5593.

[RECRUITMENT EVENTS](#)

New

- **Randstad** is recruiting **Assembly Positions** (Entry Level) for employment in Roseville at \$8.50/hr. Call Joanne or Charles at **(916) 774-4700** to schedule an interview on **Thursday, May 10, 2007** at the **Yuba County One Stop**, 1114 Yuba St, Marysville, CA 95901. All positions offer medical, dental, vision and life insurance.

GLENN COUNTY HUMAN RESOURCE AGENCY



One Stop Locations:
420 E. Laurel Street, Willows, CA 95988 &
604 E. Walker Street Ste. A, Orland, CA 95963

APRIL
25,
2011

TODAY'S JOB TIPS

www.hra.co.glenn.ca.us/jobs/newjobs.htm

For questions with Job Tips On-Line, email: jmasters@hra.co.glenn.ca.us

HRA EMPLOYMENT SERVICES UNIT MISSION STATEMENT:

"Meeting the employment needs of our community by developing mutually beneficial partnership which encourage participant success and strengthen our local economy."

NOTE: The Glenn County HRA provides Job Tips as information only; inclusion of job information in this document does not in any way imply endorsement of any employer by this agency.

Italics = New job additions are italicized

▲ = Job posting date



AGENCIA DE RECURSOS HUMANOS DEL CONDADO DE GLENN

Oficinas de Una Parada están localizadas en:
Willows, CA al 420 calle E. Laurel Y en
Orland, CA al 604 calle E. Walker Ste. A

TRABAJOS DE HOY

www.hra.co.glenn.ca.us/jobs/newjobs.htm

Para preguntas sobre Job Tips On-Line, se puede comunicar por correo electrónico a mraygoza@hra.co.glenn.ca.us

ESTE DOCUMENTO puede ser traducido sobre aviso. Llame al 934-1568 - o - 934-1489 para recibir asistencia.

25 DE
ABRIL
2011

DECLARACIÓN DE LA MISIÓN DEL DEPARTAMENTO DE SERVIOS DE EMPLEO:

"Para poder satisfacer las necesidades de empleo de nuestra comunidad, desarrollaremos sociedades que mutuamente beneficien, animen el éxito de participantes y fortalecen la economía local."

NOTA: La Agencia de Recursos Humanos del Condado de Glenn suministra los Trabajos de Hoy como información solamente; inclusión de información de trabajos en este documento, en ninguna forma, significa que esta agencia endorsa los empleadores.

Itálicos = Trabajos nuevos están en *itálicos*.

▲ = Indica la fecha del anuncio

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letter and) resume to (530) 899-0151, attention Rebecca McKasson. She may be reached at rmckasson@advancekids.com.

Location: Butte County communities/Orland/Willows. Compensation: \$9 to \$15/hr depending on exp/edu
This is a part-time job..... **Please, no phone calls about this job....**" ▲ 10/5 yl

Caltrans is recruiting for Landscape Maintenance Workers in our area.

All qualified Glenn County residents/candidates are encouraged to apply. "Continuous Internet Exam."
Please apply through the following link... <http://jobs.ca.gov/CASPB/sup/BulPreview.asp?R1=104499&R2=00106297&R3=0PB30>

CALTRANS HIGHWAY MAINTENANCE WORKER-Recruitment #104499-00106287-0PB29

Caltrans Highway Maintenance Worker requires possession of a valid and unrestricted driver's license with the endorsements indicated. Specific classes of license required are: Classification C License. License or endorsement is not required for competition in examinations, but must be obtained before appointment. EITHER I-One year of experience in the California state service performing the duties of a Service Assistant (Maintenance). OR II One year of experience in general laboring work in construction or maintenance. (Education equivalent to completion of the eighth grade may be substituted for the required experience This is the entry and journey level in the highway maintenance specialty. Entry is typically from outside State service or from the Service Assistant (Maintenance) class. Incumbents operate specified vehicles requiring a Class C driver license, such as light trucks, automobiles, highway maintenance, bridge maintenance, emergency service, construction, or landscape equipment; do miscellaneous laboring work in connection with the maintenance of the State highways and bridges including litter pickup, traffic control, tree maintenance, and maintenance of safety roadside rest areas; and do other related work. May be required to work rotating or irregular shifts including weekends; may require work at considerable elevations over land or water from a swinging stage or platform (scaffolding); may require the safe installation and movement of scaffolding; and may oversee the work of a group of non-State workers or community service workers. Incumbents may also be assigned to perform non-equipment operation duties normally assigned to the class of Caltrans Landscape Maintenance Worker as part of their normal assignment. **EXAMINATION INFORMATION: Online Training and Experience Evaluation - Weighted 100%. The examination will consist of a Training and Experience Evaluation, which is the sole component of the Caltrans Highway Maintenance Worker exam. To obtain a position on the eligible list, a minimum score of 70% must be attained. An applicant will receive his/her score upon completion of the Training and Experience Evaluation. To apply for this position use the following link:**

<http://jobs.ca.gov/CASPB/sup/BulPreview.asp?R1=104499&R2=00106287&R3=0PB29> ▲ 7/22

In-Home Supportive Services Public Authority is looking for qualified providers to be on the registry who are willing to work in Willows. Once on the registry you will be referred to clients who are looking for providers. Pay is \$8.15 per hour and hours are dependent on the client's needs. **Minimum qualifications:**

- Accurately complete the Registry Provider Application
- Complete an in-person interview and introductory session with an IHSS PA Registry staff member
- Provide a current and valid CA Driver's License or ID, Social Security card, and eligibility to work in the U.S.
- Be over the age of 18.
- **Have no criminal history and agree to and pass a criminal and drug background check.**
- Applicant is responsible for the cost of the criminal background check fee.