



## EXCITING CAREER OPPORTUNITIES!!

Attend a workshop to learn more about careers in the biotech field.

**Find out more about the exciting field of biomanufacturing.  
Attend a FREE career exploration workshop.**

Noted scientist and lecturer Dr. Chander Arora will be discussing career opportunities in the biotech sector and answering questions about this emerging field.

### FIND OUT

... how and why the biomanufacturing sector is expanding

### DISCOVER

... the types of employment opportunities available at local biotech companies

### LEARN

... about the Biotech Bridge Academy and how it prepares participants for future employment

Join us:

**Thursday, January 30<sup>th</sup> from 10:00 a.m. – 12:00 noon**

**Compton Worksource Center  
2909 E. Pacific Commerce Dr.  
Compton, CA 90221**

Free parking

Questions? Email Keri Luna ([lunake@lavc.edu](mailto:lunake@lavc.edu))  
Or call 818.947.2941



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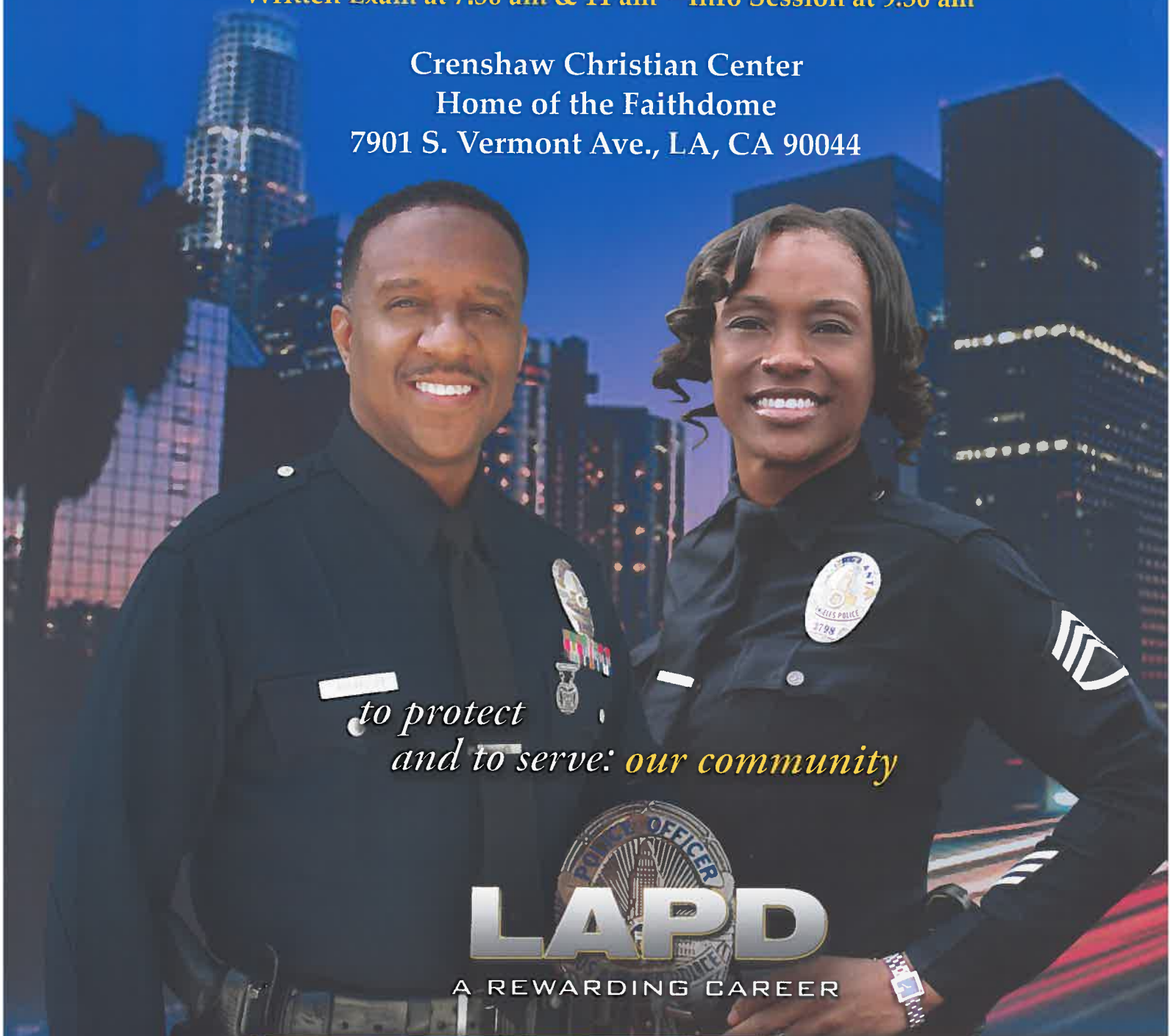


# LAPD Hiring Seminar

**Saturday, February 22, 2014**

Written Exam at 7:30 am & 11 am • Info Session at 9:30 am

Crenshaw Christian Center  
Home of the Faithdome  
7901 S. Vermont Ave., LA, CA 90044



*to protect  
and to serve: our community*

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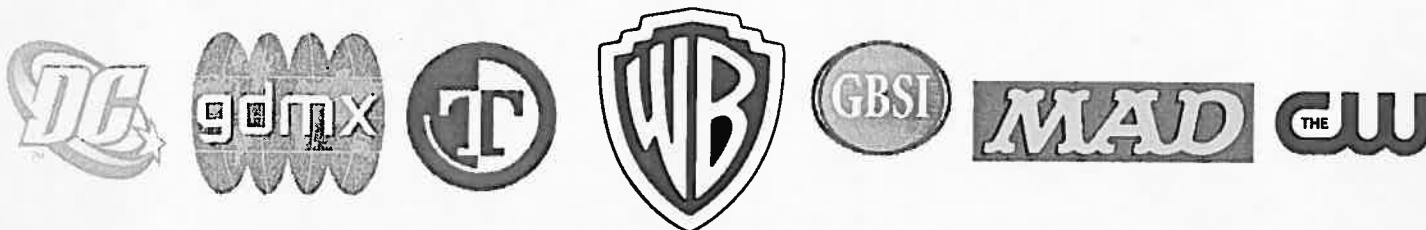
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## **EMPLOYMENT OPPORTUNITIES at WARNER BROS. ENTERTAINMENT GROUP OF COMPANIES**



**January 17, 2014**

**Thank you for your interest in the Warner Bros. Entertainment Group of Companies! Listed below are the newest employment opportunities for the week ending date shown above. If you wish to submit interest for these or other opportunities at Warner Bros. Entertainment, please visit our website shown below. Click on the Search Openings page and enter information in the available search fields.**

**[WWW.WARNERBROSCAREERS.COM](http://WWW.WARNERBROSCAREERS.COM)**

We offer a competitive salary and full benefits package.  
The Warner Bros. Entertainment Group of Companies are Equal Opportunity Employers.

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### **NEW OPPORTUNITIES !!**

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**Supervisor, Participations; Warner Bros. Entertainment Inc., FCRA Home Entertainment and International Local Participations  
Req# 140728BR**

Warner Bros. Entertainment Inc. seeks a Supervisor, Participations for the FCRA Home Entertainment and International Local Participations department. The Supervisor, Home Entertainment and International Local Participations reviews Home Entertainment (including Games and Home Video) and International participation statements that are manually prepared and generated out of "Gatekeeper" and "Sylvester" automated participations systems. Additionally, this person will be responsible for managing the work flow and reviewing the deliverables from Service Delivery Center ("SDC") to ensure accuracy and compliance with contractual obligations. Another area this person is responsible for is monitoring the workflow and assisting the manager in the supervision and training of the staff. Other areas of responsibility include supporting the growing and evolving reporting and standardization / transition efforts for the implementation of the Sylvester project (automated participations system across multiple media) including items such as analysis for deal, data and statement standardization as well as communicating and interacting with key constituents. As international reporting grows and domestic reaches peak levels of automation, work volume that is international in nature will expand. Reviews both domestic and international participation statements generated by other team members and SDC to validate contractual and financial accuracy and compliance. Process includes validating the deal set-up, ensuring the proper conversion of legacy system data, and confirming accuracy of all statement related information. Assist Manager to supervise, train and support staff, including: the assignment of quarterly workload to individual team members, monitoring the workflow so that reporting deadlines are met and teaching concepts and mechanics of participations reporting. Reads/understands agreement summaries and correspondence and analyze complex deal terms. Identifies gaps and inconsistencies in contracts, agreements and financial statement design for standardization purposes. Performs and/or supervises special projects, analysis and research (e.g. participant and auditor queries, etc.) including running and/or analyzing various reports from Gatekeeper and SAP accounting systems. Also, interfaces with individuals in other departments to obtain information. Recommends designs of future data policy standards across international territories to align with WB standards. Monitors maintenance of files and documentation. BA/BS degree required. Minimum three years relevant work experience in financial analysis in accounting, auditing, or corporate finance required. Experience in participations or residuals environment a plus. Entertainment industry experience a plus. Gaming and Digital Distribution experience a plus. Experience with long term projects involving extensive planning, resource allocation, process optimization a plus. System conversion experience a plus. International business experience with knowledge of currency translations, taxes and regulations a plus. Training and presentation experience a plus. Strong planning, organizational and analytical skills required. Strong verbal and written communications required. Ability to interact professionally with all levels of personnel and management required. Extremely strong analytical / intellectual skills needed to perform analyses in often unstructured, dynamic and rapidly evolving environment. Ability to see big picture and small details and seamlessly move between each. Strong knowledge of math and algebra required. Strong overall understanding of Participations, including ability to read and understand legal agreements and relate concepts to financial data. Very strong skills in MS Word, Excel & PowerPoint required. Must be able to plan, organize and schedule workflow. Must be detail oriented without losing sight of the big picture. Must be a team player and able to work independently. Must be able to thrive and be flexible in a fast-paced environment. Must be able to meet weekly deadlines and work overtime as needed. Must have excellent problem solving skills and be able to conceptualize and communicate solutions. Must be a confident individual who is a quick learner and self-starter.

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**Senior Analyst, DPM Data Management; Warner Bros. Entertainment Inc., Participations/Residuals Data Policies and Management  
Req#140727BR**

Warner Bros. Entertainment Inc. seeks a Senior Analyst for the Data Policy & Management department supporting Participations and Residuals. This position is responsible for data analysis to drive business decisions. Additionally the Senior Analyst will be responsible for developing new data analytical capabilities; implementing data policies and procedures; enhancing departments systems and tools through system design and testing; and improving business processes. Leverage existing data tools and analytical methodologies to resolve data anomalies and drive business decisions. Activities include performing current and historical data analysis using ad-hoc queries and developing data correction solutions. Identify and design system enhancements through collaboration within Participation and Residuals teams, as well as testing execution. Develop user acceptance testing function, including automated testing programs. Identify and participate in the implementation of new data analytical capabilities, including methodologies, querying, data mining and other related tools. Activities include presentations of new capabilities to management. Identify and implement data policies and procedures required to maintain data integrity and sustainability. Activities include internal and external communication, data rules design, and/or policy implementation. Create, standardize and improve business processes for managing data. Activities may include organizational research, process design, collaboration and negotiation to create efficient integration points, process documentation and change management implementation. Support efforts to complete ad-hoc and special projects, as requested. Bachelor's degree required. (Business, Accounting or Information Systems preferred). Professional services experience preferred. Minimum 2 - 5 years work experience in an accounting, auditing or IT environment required. Business analyst or financial analyst experience required. Experience with system implementations and testing required. Data analysis or data management experience required. Experience in a large corporate environment preferred. Experience working with blended teams, including outsourced providers and multiple time zones, preferred. Entertainment industry experience preferred. Participations or residuals experience preferred. Experience with MS Excel, Word, Powerpoint, and Visio required. Experience with MS Projects, Sharepoint and Access preferred. Data analytics experience required. SAP experience preferred. Must have excellent written and verbal communication skills. Must have strong analytical, planning and organizational skills. Must be able to adapt and learn new IT environments. Must be able to understand and communicate with operational, financial, IT and executive personnel. Must be able to manage multiple tasks effectively, efficiently, with flexibility to changing priorities. Must be a team player with high-level of interpersonal skills and customer-focus. Must be able to maintain confidentiality. Must be a quick learner who takes initiatives and is results-oriented. Must be able to work independently with minimal supervision and meet deadlines.

**Manager, Brand Marketing; Warner Bros. Home Entertainment Inc., Marketing  
Req#140725BR**

Warner Bros. Home Entertainment Inc. seeks a Manager, Brand Marketing for the Marketing department. The Manager, Brand Marketing is responsible for overseeing and bringing to market a diverse portfolio of console, PC and mobile games for the Core Games group at Warner Bros. Interactive Entertainment. The position develops, creates and oversees implementation of strategies for both brand plans and product marketing campaigns on assigned projects. Manages a staff of 2 people. The position is responsible for developing and cultivating various high-level cross-company & external partnerships. Develop worldwide strategic marketing plans and efforts both pre and post launch, which includes developing brand plans and product launches, preparing presentations and presenting to stakeholders and executive management. Develop and oversee P&L for assigned products to ensure campaigns are optimized and on budget. Conduct periodic business analysis and monitor market trends to stay current with new and changing market conditions to identify new business opportunities for product slate. Manage a team of 2 direct reports working on all assigned projects; ensure strong collaboration with functional teams: Sales, Publicity, PD, Trade Marketing, Digital Distribution, International and Finance. Co-develop international initiatives and programs by partnering with international marketing teams to ensure a consistent strategy in each relevant territory and to maximize product visibility/campaign success. Drive cross-divisional synergies. Champion products across DCE, home video, digital distribution, consumer products, television and theatrical divisions and secure buy-in on key business initiatives. Work with the Director and VP, Brand Marketing for product development planning, collaboration and guidance. Work with studio product development teams to greenlight new console, PC, online, handheld and mobile games; engage consumer insights team to ensure products are a good fit to the target markets. Establish and maintain working relationships with licensors, partners, 1st parties and external agencies. Perform other duties as assigned. 4 year degree from an accredited college or university. MBA preferred. 5-7 years marketing experience in consumer packaged goods-experience in video games is preferred. 1-2 years supervisory experience overseeing direct reports. Highly analytical with deep experience managing and owning P&Ls with a proven track record of delivering simultaneously high quality and successful campaigns. Strong leadership skills and experience in developing and executing effective marketing plans. Ability to compellingly present to internal and external executive teams. Ability to juggle multiple high priorities in a fast-paced environment. Proficient with financial models with the ability to interpret and analyze financial and sales information. Excellent problem solving skills, takes calculated risks to optimize and innovate. Experience with licensed properties preferred but not required. Experience/passion for social marketing preferred but not required. Must be passionate about video games-only entertainment junkies need apply.

**Executive Assistant II; Warner Bros. Home Entertainment Inc., Worldwide Marketing Executive Management.  
Req# 140700BR**

Warner Bros Home Entertainment Inc. seeks an Executive Assistant II for the Worldwide Marketing Executive Management department. Position will provide executive administrative support and assistance to the SVP of Worldwide Marketing & New Technology. Effectively manage extremely busy calendar that can have 50 - 90% meetings per day. Schedule and manage large percentage of meetings with presidents, other high level executives, and multiple staff attending. Carve out time to return phone calls & emails, and begin/complete other tasks while ensuring appointments are being prioritized based on business need. Keep accurate phone log. Plan domestic and international travel, and accurately process expense reports in a timely manner. Ensure SVP is kept on schedule during business day, and is aware of important emails/calls while traveling. Assist with planning and execution of marketing, partner, and CE partner meetings including but not limited to annual International Marketing and MD meeting, BDA and DEG-related meetings. Produce advanced PowerPoint and Keynote presentations that are key communication tools for SVP and the WW Marketing team. Manage misc. projects and ad hoc requests including but not limited to maintaining SVPs filing system, SAP shopping carts and BU coding, BD/DVD accommodation orders, annual department T&E Budget forecast and actuals tracking in excel and the ordering of hi def equipment as needed. BS/BA is strongly preferred. Approximately 10 years of experience as an executive assistant to department head, SVP or EVP. Candidate must demonstrate exceptional aptitude on both PC and Mac operating systems, and have advanced knowledge of various applications including : Outlook, Excel, Word, Power Point and Keynote. Ability to produce spreadsheets, graphs, charts and animation in Powerpoint and Keynote presentations a must. Excellent organization, follow-up, multi-tasking, and time management skills. Must be proactive. Excellent interpersonal skills and high energy level. Must have experience interacting effectively with the offices of high-level executives. Must function in dynamic, energetic and sometimes pressurized organization. Must be a well liked and respected team player. Self-starter, high level of motivation, ability to work independently. Experience planning international travel.

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**Executive Assistant II; Warner Bros. Pictures, Production Resources**

**Req# 140699BR**

Warner Bros. Pictures seeks an Executive Assistant II for the Production Resources department. Position will provide administrative support to Senior Vice President and Vice President of Warner Bros. Pictures Production Resources. Provide ad hoc support as needed to additional department personnel. Secure value of products provided by vendors for financial reporting on contracts and status reports. Track disposition of contracts in an effort to wrap all outstanding issues prior to the theatrical release of the film. Input and maintain Production Resources contact database. Answer telephones for principal department personnel. Compile wrap reports for internal distribution to demonstrate below-the-lines cost savings, generated income and potential promotional partners for Physical Production, Business Affairs and Accounting. Liaise with production personnel, vendors and upper-level executives. Manage day-to-day work flow for SVP and VP; schedule meetings, manage calendars, etc. MIS liaison for all department personnel; order, track and distribute promotional materials to clients; track disposition of WB Production Resources warehouse inventory; order and maintain office supplies and trade magazines. Distribute screenplays to clients for placement consideration; process contracts for client signature using IE database. Perform other duties as assigned. High school diploma required. Typing: 50 wpm. Excel and PowerPoint knowledge required. WordPerfect knowledge helpful. Knowledge of file set-up, maintenance and filing procedures required. Knowledge of basic math, spelling, grammar, punctuation and English usage required. Knowledge of production and product placement helpful. Sales experience helpful. 3-5 years previous secretarial/clerical experience preferred. Must have the ability to compose memos, correspondence, etc. Must have the ability to maintain confidentiality sufficient to safeguard Department's confidential information. Must have the ability to communicate effectively and tactfully with persons on all levels. Must have the ability to make quick decisions and work well under time constraints. Must have the ability to prioritize.

**Director, Business Planning & Analysis; Warner Bros. Consumer Products Inc., WBCP Finance**

**Req# 140698BR**

Warner Bros. Consumer Products Inc. seeks a Director, Business Planning & Analysis for the WBCP Finance department. Position will oversee all business planning and operations management to support CP initiatives and serve as primary liaison to Corporate Business Development department. Position requires close relationships with Senior Executives, Corporate Finance, Corporate Business Development and considerable cross-department collaboration with Financial Operations, Legal, Sales, and Marketing. Directly manage preparation of financial models in support of business plan creation. Closely monitor industry trends, competitive landscape and summarize industry dynamics. Oversee valuation analyses and define strategic rationale for new business development activities. Manage creation of business plan presentations for each project working closely with Vice President and various departments to ensure all salient information is captured. Present business plans and provide supporting analyses when requested. Oversee all financial analysis related to new initiatives or special projects for business unit. Take ownership of financial model creation and maintenance and look for ways to implement industry best practices. Work closely with CP finance team to gather relevant data as well as Corporate Business Development for cross divisional estimates, research data, and business models. Responsible for project plan creation / maintenance and manage deliverables, timelines and schedules for each project. Collaborate with Corporate Business Development and internal Consumer Products teams to ensure each project is meeting milestones and producing deliverables on time. Other special projects as required. BA/BS degree in Economics, Business or related field required. MBA required. Minimum 8 years experience in investment banking/consulting, strategic planning or financial planning required. Top tier consulting firm experience preferred. Media and entertainment industry experience preferred. Experience in preparing complex financial models and valuation analyses for mergers & acquisitions or similar strategic initiatives. Experience analyzing detailed company financial statements. Financial Systems Skills: Oracle and/or SAP experience preferred. PC Skills: Advanced knowledge of Excel and PowerPoint required. Presentation skills required. Must be able to develop and implement projects. Knowledge of media landscape and trends a plus. Must have the ability to communicate effectively and tactfully with persons on all levels, in person and on the telephone. Must have the ability to pay close attention to detail and understand written and oral instructions. Must have the ability to organize and schedule work effectively. Must have the ability to multi-task and work well under time constraints. Must be able to work in a fast paced environment. Must be able to work independently and meet deadlines. Must be able to travel domestically and internationally.

**Systems/ Processes Training Manager; Warner Bros Entertainment Inc., HR Organizational Effectiveness**

**Req# 140696BR**

Warner Bros. Entertainment Inc. seeks a Systems/ Processes Training Manager for the HR Organizational Effectiveness department. The Systems/Processes Training Manager is a member of the Organization Effectiveness Competency Center (OECC) team. This position is responsible for managing and executing the design, development and deployment of training strategies and programs related to WB systems implementations and business transformation initiatives. Meet with MIS project teams in the earliest phases of project planning to assess training needs for new training programs or to modify and improve existing programs. Collaborate with the Organizational Change Management (OCM) lead to make recommendations to MIS Project Manager regarding training, communications and change management requirements for the life of the project. Define training strategy and design training programs leveraging a consistent methodology, best practices and common set of tools. Plans must include recommended deliverables, project milestones, resource planning, and success metrics. Ensure that roles and responsibilities are assigned and agreed to by OECC team, project team and project leadership prior to beginning development. Collaborate with the Organizational Change Management Lead on the communications plan as well as the training strategy. Develop all or portions of the systems/business transformation training curriculum, ensuring that sound instructional design principles are applied. If required, oversee training developers and provide them with direction in the development and delivery of training content. Ensure that the training approach is consistent with core OECC methodologies. Partner with the organizational change management lead, project resources as well as internal OECC resources to manage the implementation of the project training program. This includes assessing training logistic requirements, developing the training schedule, coordinating the training enrollments, overseeing training developers (when applicable), ensuring quality as well as managing the review process of the training materials. Coordinate with the OCM lead on the role to positioning as well as other interdependent change management/training milestones. Maintain effective relationships with the project manager, project team, clients as well as the OECC team. Help facilitate project based training for end users, facilitation techniques for trainers as well as project team, WB's professional development programs and any custom learning as needed. Evaluate instructor performance and the effectiveness of training programs, providing recommendations for improvement. Develop key metrics to measure the effectiveness of training. Complete a post-implementation recommendation to ensure sustainability of change. Bachelor's Degree required, concentration in communication, organizational development, psychology, business administration, education, or related area preferred. A minimum of 5 years experience creating and implementing training strategies for system as well as non systems implementations in large organizations. Specific experience in the following Ability to work across domestic and international geographic locations (may include limited travel). Excellent verbal & written communication skills with ability to communicate with senior leadership and at any level in the organization. Ability to communicate concisely. Ability to think strategically and make sound, data-based business decisions. Demonstrated ability to directly manage individuals or use influencing skills to indirectly manage the development and delivery of training programs. Experience using survey and assessment tools to identify business needs and measure effectiveness of training programs. Proven exceptional group facilitation/training skills. Must be able to use a computer with a high degree of proficiency (Word, Excel, PowerPoint).

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**Senior Auditor; Warner Bros. Consumer Products Inc., WBCP Licensee Compliance**

**Req# 140689BR**

Warner Bros. Consumer Products Inc. seeks a Senior Auditor for the WBCP Licensee Compliance department. The Senior Auditor is responsible for executing domestic and international royalty contract audits of Warner Bros. Consumer Products (WBCP) licensees and international agents to ensure compliance with the agreements. Assist with pre-audit planning and preparation by performing analysis of financial data to identify areas of audit risks. Analyze complex licensing contracts, identifying financial terms and compliance points for audit. Customize and develop dynamic data testing models to accommodate all levels of licensee reporting sophistication. Review accuracy of licensee royalty reportings and payment histories. Perform audit interviews of licensees and/or agents to evaluate royalty reporting processes and financial environments. Document licensee process flows and system functionality as it relates to royalty reporting. Consistent with audit program, execute audit procedures and document findings for inclusion in draft audit reports. Assist with resolution of any interpretive differences of contract terms. Assemble workpapers and present audit findings to management for review. Assist with settlement of audit claims as needed. Supervise, train and develop junior audit staff. Perform other related duties and special projects as assigned. BA/BS degree in Accounting, Business or related field required. CPA and/or MBA required. Minimum 3 years experience in accounting and finance required. Big 4 public accounting or internal audit experience required. Industry experience preferred. Experience with international accounting, tax and business issues preferred. Financial analysis techniques and procedures required. Thorough knowledge of accounting principles. PC Skills: Excel, Word, Access and PowerPoint required. Must be able to develop and implement projects. Fluency in Latin American or Asian foreign language strongly preferred (written and verbal). Must have the ability to communicate effectively and tactfully with persons on all levels, in person and on the telephone. Must have the ability to pay close attention to detail and understand written and oral instructions. Must have the ability to organize and schedule work effectively. Must have the ability to multi-task and work well under time constraints. Must be able to work in a fast paced environment. Must be able to work independently and meet deadlines. Must be able to travel domestically and internationally up to 20%.

**Senior Software Engineer; Turbine, Inc., Turbine Online Service Platform**

**Req# 140687BR**

Turbine, Inc. seeks a Senior Software Engineer - a talented and hard-working individual who is self-motivated, process-driven, customer-oriented, and who has a passion for developing software applications using a variety of technologies. The position is a member of the Online Technology Development team serving Warner Bros. Games. Leveraging existing Turbine technologies, the role of Senior Software Engineer is to develop and maintain an online technologies platform to support Turbine's game products as well as a wide range of Warner Bros.' game products. The platform includes authentication and ecommerce as well as other mission critical systems. This position will offer opportunities to work with a wide array of WB Games' products, including games from all WB Games Studios. If you have strong engineering and troubleshooting skills, like the adrenaline rush of solving problems under pressure, have a passion for video games, and have always been interested in working in the game industry, this is a great opportunity! Candidates are expected to work on assigned tasks in a fast-paced, multi-project environment, as well as share knowledge and experience to aid and improve the quality of code and integration processes. Turbine, Inc. is a premier creator and operator of massive, persistent online worlds that foster powerful social gaming communities. Turbine is wholly owned by Warner Bros. Home Entertainment Group and has created some of the world's most popular and award-winning online games, including The Lord of the Rings Online™, Dungeons & Dragons Online®, Asheron's Call®, and our DC Comics MOBA: Infinite Crisis. Design and develop various customer-facing applications related to WB's online platform. Write extensions to the core framework of the WB online platform. Provide design oversight of new technology components as needed. Self-manage when given prioritized goals and objectives. Follow established software development methodology and engineering practices. Participate in the testing process through unit test development, test reviews, witnessing and analysis. Fix design and implementation level bugs and resolve issues as assigned. Seek out opportunities to identify and deal with issues before they arise. Mentor other engineers and ensure system quality by performing code and design reviews. Document systems thoroughly, both in terms of design and implementation. Provide reliable and accurate time estimates for tasks. Provide ongoing support for existing applications. Perform other duties and responsibilities as assigned by the manager. Minimal 6 years of professional experience in software engineering. Minimal 4 years of professional Python with strong programming skills. Minimal 4 years of Linux-hosted development. Minimal 3 years of experience developing medium to large-scale software applications, with load balancing. Minimal 2 years of experience with SQL and No-SQL database packages. Bachelor's Degrees (or above) in CS, Engineering, or a reasonable equivalent thereof. Familiarity with some of the following: Mongo DB, Redis, Git, RabbitMQ, SOAP Web Services, Agile, Test Driven Development, Open source development community, Chef, XML, XSLT, HTML, CSS, JavaScript, PHP, Ruby. Experience with or general knowledge of online game development. Knowledge of and passion for online games.

**Supervisor, Studio Operations; Warner Bros. Studio Facilities, Studio Operations**

**Req# 140676BR**

Warner Bros. Studio Facilities seeks a Supervisor, Studio Operations for the Studio Operations department. The individual who holds this position will be assigned to multiple productions and events and will serve as the studio's point person and client liaison in all matters relating to the coordination and support of their assigned productions and events. The primary responsibility is to facilitate and ensure the smooth execution of feature, television series and commercial production, special events and all other activity undertaken by clients utilizing the main Warner Bros. lot and ranch stages, exterior sets, production services departments and other related WBSF production facilities. Scheduling and coordinating of Daily Production Requirements for assigned projects which include: transportation and parking needs; securing availability of WBSF-provided equipment as requested by clients; technical scouts/surveys for future production; checking and confirming sound stages and exterior set readiness for production's occupancy; oversight and supervision WBSF-supplied production personnel; responding to inquiries/requests from production; interfacing with Safety, Fire, Studio Protection and other departments to provide clients with the proper guidance necessary to ensure compliance with safety measures and other WBSF policies and procedures. Customer Service. Daily communication with representatives of client companies to ascertain, monitor and ensure fulfillment of clients' facilities and services needs. Communication within our WBSF departments to ensure that clients' direct interaction is positive and meets with client satisfaction. Tracking and monitoring of all expenditures with WBSF departments and services. Policing of sound stage interiors and exteriors, and exterior sets utilized by assigned projects. Responsible for reporting, receiving approval for and initiating Repair and Maintenance activity as required. Responsible for ensuring the stage interior and exterior perimeters are kept clean and clear and are at all times in compliance with WBSF and Burbank city fire-safety codes. Provide new clients and first-time users of WBSF facilities and departments with all necessary Production Orientation regarding WBSF operational policies and procedures. Bachelor's degree preferred. Requires 2-3 years of work experience in film or television production or production facility operations. Proficient with Microsoft Word, Excel, Outlook programs. Must be able to operate standard office equipment such as fax machines and photocopying equipment. Excellent oral and written communication skills. Solid decision-making ability, especially in a fast paced environment.

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**Commercial Integration Administrator; The CW Network, LLC, Media Sales & Planning  
Req# 140674BR**

The CW Network, LLC seeks a Commercial Integration Administrator for the Media Sales & Planning department. Ensure all commercial traffic instructions submitted by ad agencies air correctly for Primetime programs. Manages the gathering of materials and distributes information to production detailing artwork and copy information for upcoming billboards. Maintains department's group email data and distributes and archives them. Ensures advertiser contact list is updated. Liaison between sales, marketing, broadcast standards and advertisers to ensure all special elements are executed properly. Work with ad agencies to accommodate special needs such as setting up roadblocks, cut-ins, black-outs and /or need to avoid certain segments due to program content. Responsible for checking commercial codes and reviewing commercial schedules to provide protection to all advertisers in order to prevent any loss of revenue. Maintain STBS Facility Report (CW traffic system) to ensure that all active commercial tapes are on hand at CBS Loretta Lyons Library. Ensure all network commercial logs are distributed properly to Broadcast Operations, Broadcast Standards and On-Air Promotions. Other related duties as required. College degree or equivalent related experience preferred. Must have strong knowledge of commercial trafficking and scheduling. Must have an understanding of media sales. 2-4 years of experience in a media traffic or media related department preferred. Must have the ability to communicate effectively and tactfully with managers and other levels of personnel. Must have the ability to pay close attention to details. Must have the ability to organize. Must have the ability to work well under time constraints. Must have the ability to handle multiple tasks. Must be able to work flexible hours, including overtime, if and when necessary.

**Executive Assistant II; The CW Network, LLC, Development  
Req# 140626BR**

The CW Network, LLC seeks an Executive Assistant II for the Development department. Candidate will assist SVP and VP with all daily activities. Position involves general office duties, including trafficking all programming and production information, coordinating schedules, and being the liaison between executive and outside networks and producers. Schedules appointments and meetings on a daily basis. Greets clients, creative staff and executives. Type correspondence, reports labels, etc. Answers telephones, distributes mail, sends and receives faxes. Maintains various files, records and logs. Composes memos and correspondence for supervisor's review and signature. Create and maintain competitive tracking grids for target networks. Distributes information to agents, producers and CW executives. Coordinates and arranges international and domestic travel arrangements and well as submits monthly expense reports. Generate ideas and contribute to development of projects. Keeps track of and arranges for all Internal screenings for legal and standards. Must be able to maintain confidentiality regarding contestants, development and creative show elements. Performs clerical duties as needed. High school diploma required. Performs various related duties as necessary. PC Skills: Proficient in Microsoft Word, Outlook, Excel, Power Point. Knowledge of file set-up, maintenance and filing procedures. Knowledge of basic math, spelling, grammar, punctuation, and English usage. Knowledge of report, letter, etc. format. Previous entertainment related assistant experience required. Must have the ability to communicate effectively and tactfully with persons on all levels, in person and on the telephone. Must have the ability to pay close attention to detail and understand written and oral instructions. Must have the ability to organize and schedule work effectively. Must have the ability to work well under time constraints. Must be able to handle multiple tasks. Must be able to work in a fast paced environment. Must be able to work flexible hours, including overtime, if and when necessary. Must be extremely well organized.

**Manager, International Accounting; Warner Bros Entertainment Inc., EFS- International GL & R2R Accounting  
Req# 140623BR**

Warner Bros. Entertainment Inc. seeks a Manager, International Accounting for the EFS- International GL & R2R Accounting department. Position is responsible for day-to-day execution of general accounting activities, record-to-report processes and operating activities with BPO provider for designated international territories. Duties to include general ledger stewardship, month end closing and reporting, consolidation of actual results and preparation and review of all financial statements, by title reporting for publishing, footnotes and disclosures. Duties also include reconciliation ownership of the respective subsidiary sales and distribution systems and feeds to/from SAP and working with the BPO provider, territory finance and FRB in support of the closing process. Responsible for all month end close activities and coordination with BPO team including: trial balance review, journal entry adjustments, sales analysis and ensuring proper posting of revenue, financial statements and supplemental schedules, aging analysis, review of bad debt and return reserves, accrual schedules, balance sheet account reconciliations, slow moving inventory analysis/reserves and inventory reconciliations. Responsible for establishing and ensuring timeliness of overall monthly close activities, accuracy of close processes and management of BPO activities. Manage dates in close calendar. Ensure Sox controls are implemented and adhered to. Manage the monthly/quarterly close deliverables to FRB including Business Unit by-title submissions, "cause of change" support, footnotes, supplemental schedules and electronic financial package delivery. Responsible for oversight of day to day general ledger and ensuring respective subsidiary sales and distribution systems are in sync with SAP. Duties include performing and overseeing the following: regular GL account reviews, cash clearing, inter-company reconciliations, overhead allocations and SAP Projects monitoring/settlement. Prepare/review reports and analysis of sales, cost of goods sold, inventory, production costs, A/R, reserves, tax, etc. Act as liaison for the Enterprise Financial Services ("EFS") in connection with the business unit FP&A and financial operations organizations, retained business unit departments (sales, marketing, business affairs, etc.) and various impacted Corporate departments (FRB, Tax, MIS, Treasury, Legal, Participations). Responsible for day-to-day activities related to By Title revenue, cost of revenue, receivables and inventory data. Manage all aspects of the relationship between EFS and retained territory finance organizations. Prepare supporting schedules as requested by Tax department related to sales data. Develop staff into mature financial advisors with a customer service orientation toward the dependent BPO, Corporate and Business Unit groups with whom there is regular interaction. Work with supervisor to set priorities for the department and be able to help in all problem resolution matters. Make recommendations on process improvements and standardization to gain greater efficiency and effectiveness within the finance organization. Other special projects as required. Bachelor's or advanced degree in Accounting required. CPA required / MBA preferred. Approximately 6-8 years previous work experience in an accounting environment required. Public and private accounting experience required. Financial closing, consolidations, reporting and planning. International accounting experience required, German territory specific experience preferred. Thorough knowledge of accounting principles. Must have experience with ERP systems such as SAP, Oracle and/or Microsoft Dynamics. PC Skills: Knowledge of MS Outlook, Word, Powerpoint and Excel or Access required. Must have proven management experience and effective management skills. Must have the ability to communicate effectively and tactfully with persons on all levels, in person, via email or other digital format and on the telephone. Must have the ability to pay close attention to detail and understand written and oral instructions. Must have the ability to organize and schedule work effectively. Must have the ability to multi-task and work well under time constraints. Must be able to work in a fast paced environment. Must be able to work independently and meet deadlines. Domestic & international travel required as needed.

**\*\*THIS LIST FOR INTERNAL HUMAN RESOURCES USE ONLY\*\***

**Senior Analyst, Accounting; Warner Bros Television Distribution Inc., DTVD Accounting**

**Req# 140616BR**

Warner Bros Television Distribution Inc. seeks a Senior Analyst, Accounting for the DTVD Accounting department. Assist in the timely and accurate completion of various schedules for the (P&L, SG&A, Cash Flow, and Balance Sheet) monthly forecasts, monthly/quarterly closes (actuals), annual budgets, forecasts, and long-term (multi-year) plans. Analyze actuals against budget/forecasts on a monthly and as needed basis to prepare variance explanations for P&L and Cash Flow in order to identify drivers and trends, resolve discrepancies and ensure proper departmental accruals are completed. Assists with the compilation, monitoring, and tracking of Cash Flow metrics including monthly cash receipt/disbursement tracking/reporting, budgeting/forecasting, and variance analysis. Assists with forecast/budget calculation of Imputed Interest Discount and Interest Income, on current and noncurrent revenue and participation expense for sales with deferred/long term cash flows. Assist with monthly revenue accruals for Pay TV, Cable and Network sales and other journal entries as needed as well as assisting with Deferred Revenue reporting for inclusion in the Time Warner 10Q and 10K filing. Prepares Intercompany reconciliations with other Time Warner entities including Turner and HBO for submission to FRB and in turn, Time Warner. Assists in divisional Sarbanes-Oxley (SOX) Act compliance/testing, the compilation of schedules to facilitate reviews and audits performed by internal/external auditors as well as assisting with participation audit requests. High School diploma or equivalent required. BS/BA degree in Finance/Accounting required. CPA preferred. Knowledge of accounting principles and practices. Divisional or corporate reporting experience. Strong technical spreadsheet applications experience, primarily Excel, required. Excellent analytical, oral and written communication skills required along with strong inter-personal skills. Ability to work with senior level management. Strong organizational skills. Minimum 3 years experience in public or private accounting required. Entertainment industry experience required, ideally in the area of television distribution. SAP experience preferred. Must be a team player with the ability to work with staff at all organizational levels across various business units. Must be a motivated self-starter; able to work independently. Must have the ability to work well under pressure and with changing priorities. Must have the ability to think strategically and possess strong analytical skills. Must have the ability to organize and schedule work effectively in order to meet deadlines. Must have strong planning and presentation skills. Must have excellent written and verbal communication skills. Must have discretion with handling confidential or sensitive information. Must have the ability to multi-task in order to oversee multiple projects at one time.

**Manager, Business Planning & Special Projects; Warner Bros Consumer Products Inc., WBCP Finance**

**Req# 140615BR**

Warner Bros. Consumer Products Inc. seeks a Manager, Business Planning & Special Projects for the WBCP Finance department. Directly manage all business planning and operations management to support CP initiatives. Position requires close relationships with Senior Executives, Corporate Finance, Corporate Business Development and considerable cross-department collaboration with Financial Operations, Legal, Sales, and Marketing. Prepare financial models in support of business plan creation. Closely monitor industry trends, competitive landscape and summarize industry dynamics. Conduct valuation analyses and help define strategic rationale for new business development activities. Support creation of business plan presentations for each project working closely with Director and Vice President to ensure all salient information is captured. Participate in presentations and provide supporting analyses when requested. Conduct all financial analysis related to new initiatives or special projects for business unit. Take ownership of financial model creation and maintenance and look for ways to implement industry best practices. Work closely with CP finance team to gather relevant data as well as Corporate Business Development for cross divisional estimates, research data, and business models. Work with Vice President and Director manage deliverables, timelines and schedules for each project: Collaborate with Corporate Business Development and Internal Consumer Products teams to ensure each project is meeting milestones and producing deliverables on time. Other special projects as required. BA/BS degree in Economics, Business or related field required. MBA preferred. Minimum 5 years experience in investment banking/consulting, strategic planning or financial planning required. Top tier consulting firm experience preferred. Media and entertainment industry experience preferred. Experience in preparing complex financial models and valuation analyses for mergers & acquisitions or similar strategic initiatives. Experience analyzing detailed company financial statements. Financial Systems Skills: Oracle and/or SAP experience preferred. PC Skills: Advanced knowledge of Excel and PowerPoint required. Presentation skills required. Must be able to develop and implement projects. Knowledge of media landscape and trends a plus. Must have the ability to communicate effectively and tactfully with persons on all levels, in person and on the telephone. Must have the ability to pay close attention to detail and understand written and oral instructions. Must have the ability to organize and schedule work effectively. Must have the ability to multi-task and work well under time constraints. Must be able to work in a fast paced environment. Must be able to work independently and meet deadlines. Must be able to travel domestically and internationally.

**Software Engineer; Global Digital Media Xchange Inc, Engineering**

**Req# 140610BR**

Global Digital Media Xchange Inc. seeks a software engineer for the Engineering Department. The purpose of this position is to research, design, write, test, implement and maintain software programs and databases. Programs are used to facilitate the production of UV, Blu-ray and DVD masters, production of streaming media (VOD) and distribution of Syndication and Network Broadcast Operations - servicing WB Television, WB Digital Distribution, Warner Home Video and WB Ad Pub orders for 4,800 New Media titles and 1,500 DVD/Blu-Ray titles per year and delivery to over 1800 television stations and cable networks. Attending design meetings and interviews with users. Create requirements specs and test plans. Designing applications, flowcharting, writing code, debugging. Designing and programming databases needed for the applications. Supporting and modifying applications - new and existing. Selecting, assigning work to, and managing contract programmers. Research new technology. BA/BS degree in Computer Science/Electrical Engineering or equivalent work experience required. Approximately 5 years of programming and/or software development. Must have knowledge of UNIX (Solaris and Linux preferred) and Windows. Must have the ability to write code in Perl, HTML and Apache. Web development using Mojolicious. XML, RNG, XPATH, XSLT, DOM, CSS. Java Script, Ember.js, jQuery. SQL Compliant database systems, Microsoft SQL Server XML template, TSQL. MongoDB. C, C++, Java, Object Oriented Design. Software Integration using SOAP and REST API. Experience with Software Development Environment using SVN, Eclipse, JIRA desired. Bash shell scripting and Ruby scripting desired. Experience with Open Source Software desired. Project management and workflow charting using commonly available software. Must have ability to communicate effectively & tactfully with managers & other levels of personnel. Must have ability to work in a team environment. Must be able to pay close attention to detail and understand written and oral instructions. Must be able to organize and schedule work effectively. Must be able to work well under time constraints in a fast paced environment. Must be able to handle multiple tasks. Must be able to work independently. Must be able to work flexible hours, including overtime, if & when necessary.



**\*\*THIS LIST FOR INTERNAL HUMAN RESOURCES USE ONLY\*\***

**Key Account Manager, New Release Wal-mart; Warner Bros. Home Entertainment Inc., Sales  
Req#140589BR**

Warner Bros. Home Entertainment Inc. seeks a Key Account Manager, New Release Wal-mart for the Sales department. Sells WHV theatrical new releases to Wal-Mart Senior Buyer, coordinating efforts with Catalog, Television and Franchise sales team. Positions primary responsibility will be to maximize NR revenue for WHV and secondary focus will be delivering the total annual budgeted Wal-Mart sales volume. Finalizes and secures all theatrical new release orders from Wal-Mart Senior Buyer. Arrives at optimal new release placement recommendation with respect to quantity and display by collaborating with WHV's Sales Planning & Analysis as well as WHV Merchandising & P.O.P. Accurately estimates Wal-Mart's new release purchases and enters into Siebel system in a timely fashion with high level of accuracy. Works to develop meaningful partnerships with corollary CPG companies to add value to Wal-Mart while increasing display presence for WHV. Optimizes MDF spending to deliver greatest R.O.I. for WHV and label partners. Manage promotional budget to deliver proper blend of in-store activity and product placement. Provides feedback and ad hoc reporting to home office to assist in decisions regarding NR titles based upon Wal-Mart feedback. Coordinate sales forecasts between NR, CATALOG, TV & FRANCHISE and present annual plan to WM Vice President to identify risks and shortfalls relative to budget. Continually monitor progress against budget and recommend solutions to replace lost volume. Conduct strategic planning sessions with label partners and home office personnel with primary focus on finding and exploiting new release opportunities. Monitor NR returns and recommend tactics to maintain return percentage under 20%. Work closely with Inventory Optimization Manager to develop and exploit new store trails which maximize title sell-through and promotional opportunities. Conduct weekly conference calls with Operations, Logistics, Creative, Sales Planning, Retail Marketing, and Marketing to streamline communication and ensure operational excellence. Formalize competitive assessment program to educate marketing on competitive activity within Wal-Mart in effort to react and meet competition. Work with WHV Merchandising team and conduct field audits to collect essential data. Prepare and present significant customer presentations, with main focus on annual and bi-annual business reviews, as well as modular pitch presentations (3 total). Complete all administrative responsibilities and weekly projects on time, with minimal re-work. BA in Sales / Management / Marketing or equivalent work experience is required. MBA preferred. A minimum of 7 to 10 years of relevant experience in Sales. CPG background (sku intensive), or video experience preferred. Experience in new item introduction, heavy promotional concentration, and baseline maximization. PC skills: Excel, Word, PowerPoint required. Balance Scorecard, SAS or Micro strategy systems experience strongly preferred. Must have good oral and written communication skills, the ability to communicate effectively and tactfully with every level up to senior management. Must be able to analyze spreadsheets. Must have strong follow-through skills. Must have strong quantitative skills (accounting and statistics). Must have the ability to pay close attention to details. Must have the ability to organize. Must have the ability to work effectively under time constraints. Must have the ability to handle multiple tasks. Ability to travel.

**Digital Media Designer; Burbank Television Enterprises Inc., WWTVM Digital Media  
Req#140587BR**

Burbank Television Enterprises Inc. seeks a Digital Media Designer for the WWTVM Digital Media department. Execute creative design solutions within a multi-disciplinary collaborative team for various digital technologies to support and market WBTV shows and properties in a creative capacity. Frontend design for multiple platforms and devices using the latest UI/UX design trends to uphold WB quality, easy to use interfaces while maintaining brand consistency of all WBTV properties across a wide array of digital screens and social media outlets. Provide creative design concepts and collaborate with team of designers, developers and project managers to execute on multiple projects using requirements, wireframes/sitemaps and high quality design compositions to provide sustainable digital solution. Motion graphics and animation. Knowledge of HTML/CSS frontend coding. Other job related duties or projects as assigned. BA/BS Degree or other comparable training. 3+ years digital media UI/UX design experience required. Design experience in the entertainment TV industry. Knowledge in Motion graphics, video editing. Knowledge in front-end HTML/CSS coding. Strong knowledge of UX, front-end digital media design for various platforms and devices, as well as design for social media platforms. Detail-oriented and editorial-minded digital designer to uphold the premium quality of all Warner Bros. TV properties. Highly creative with imagination and adaptable to pick up new techniques and technologies. Good interpersonal and communication skills required to work on multiple projects in a fast-paced team environment. Proven ability to manage multiple priorities. Knowledge of advertising and promotional terminology and procedures, including, but not limited to, artwork (image formats, graphics, logos, etc.), video (tape formats, generic & episodic promos, duplication, etc.), new technology (online strategies, web sites, digital asset management, etc.) and written (synopses, log lines, running orders, fact sheets, etc.) material. Computer literate in Adobe Creative Suite, Omnigraffle, Prototyping. Strong knowledge of new platforms and devices such as Smartphones, Tablets, Apps, Streaming video devices and Consoles.

**\*\*THIS LIST FOR INTERNAL HUMAN RESOURCES USE ONLY\*\***

**Digital Media Designer; Burbank Television Enterprises Inc., WWTVM Digital Media  
Req#140586BR**

Burbank Television Enterprises Inc. seeks a Digital Media Designer for the WWTVM Digital Media department. Execute creative design solutions within a collaborative team for various digital technologies to support and market CW TV shows and properties in a creative capacity. Show strong awareness of latest trends in design and social media in support of CW network marketing focus, including familiarity with shows and youthful fan base. Frontend design for multiple platforms and devices using the latest UI/UX design trends to uphold quality, easy to use interfaces while maintaining brand consistency of all CW properties across a wide array of digital screens and social media outlets. Social media content publishing (editorial images, brand campaigns, integrated marketing solutions). Collaborate with team of designers, developers and project managers. Provide creative concepts and solutions, knowledge of frontend coding. Able to handle multiple projects, other job related duties or projects as assigned. BA/BS Degree or other comparable training. 3+ years digital media UI/UX design experience required. Design experience in the entertainment TV industry. Knowledge in social media technologies and publishing. Basic knowledge in front-end coding. Strong knowledge of UX, front-end digital media design for various platforms and devices, as well as design for social media platforms. Computer literate in Adobe Creative Suite. Detail-oriented and editorial-minded digital designer to uphold the premium quality of all CW television properties. Highly creative with imagination and adaptable to pick up new techniques and technologies. Good interpersonal and communication skills required to work on multiple projects in a fast-paced team environment. Knowledge of advertising and promotional terminology and procedures, including, but not limited to, artwork (image formats, graphics, logos, etc.), video, new technology (online strategies, web sites, digital asset management, etc.) material. Strong knowledge of new platforms and devices such as Smartphones, Tablets, Apps, Streaming video devices and Consoles.

\*\*\*\*\*  
Based on the Warner Bros. Studio Facilities production needs, we may be in need of highly flexible individuals in the categories listed below. These opportunities become available ONLY when personnel on industry seniority rosters are all employed or otherwise unavailable. If you wish to pursue any of these potential opportunities, please visit our career site [www.warnerbroscareers.com](http://www.warnerbroscareers.com).

**CARPENTERS/ PROPMAKERS:** Working knowledge of carpentry and blueprint reading preferred. Must have own tools. At least 1 year experience in construction, manufacturing, or fiberglass industry a must.

**PAINTERS:** Must be experienced in wall covering, airless/conventional paint guns, artistic painting (i.e. marbleizing), and furniture finishing. At least 1 year experience preferred. Must have own tools.

**LABORERS:** Must be able to do heavy lifting and perform varied manual tasks (e.g. set dismantling, ditch digging, maintenance of sets and studio lot). Must have own hammer and heavy work shoes. No experience necessary.

**PLASTERERS:** Must have at least 1 year experience in plastering within industries such as construction, manufacturing, and fiberglass. Must have own tools.



# NOW HIRING AHORA CONTRATANDO

**Walmart plans to employ approximately 250 associates with their new South Gate Store.**  
**Walmart tiene planes de contratar aproximadamente 250 asociados en su nueva sucursal en South Gate.**



**Applications are now being accepted for the new South Gate Walmart, which will be located at 4651 Firestone Blvd., South Gate. Interested applicants can apply two ways:**  
**Actualmente se están recibiendo solicitudes para la nueva sucursal Walmart en South Gate. La sucursal estará localizada en 4651 Firestone Blvd., South Gate. Si esta interesado en solicitar empleo, tiene dos opciones:**

**1 Walmart Hiring Center**  
7503 Atlantic Avenue, Unit G  
(Between Florence Ave & Live Oak)  
Monday – Friday 8:00 a.m. – 5:00 p.m.

**1 Centro de Empleo de Walmart**  
7503 Atlantic Avenue, Unit G  
(entre las calles Florence Ave y Live Oak)  
Lunes a viernes 8:00 a.m. – 5:00 p.m.

**2 Online**  
[www.careers.walmart.com](http://www.careers.walmart.com)

**2 Por el internet**  
[www.careers.walmart.com](http://www.careers.walmart.com)

Walmart is excited to be hiring both full and part-time associates. Walmart offers competitive benefits to eligible full and part-time associates. Benefits include healthcare coverage, 401 (k) plans, career training programs, store-performance based bonuses and opportunities for advancement.  
**Walmart se enorgullece al ofrecer empleo de tiempo completo y de medio tiempo. Walmart ofrece beneficios competitivos a asociados elegibles de tiempo completo y medio tiempo. Beneficios incluidos son seguro medico, planes de 401 (k), entrenamiento para una carrera, bonos basados en rendimiento de la tienda y oportunidades de avanzar dentro de la empresa.**



HUMAN RESOURCES DEPARTMENT ■ 9770 CULVER BLVD. ■ CULVER CITY, CA 90232 ■ 310-253-5851

**BUS OPERATOR (Job Code #1478)**

**THE POSITION**

Under supervision, operates a bus on assigned schedules and routes; picking up and discharging passengers at designated bus stops; collects and accounts for fares and issues transfers; provides schedule information, assists passengers and maintains a safe, orderly environment on the bus; keeps daily operations records and reports when repairs or adjustments are needed to the bus. Ensures that proper procedures are followed in the event of an accident including, but not limited to, determining whether medical assistance is needed, securing names of witnesses, and accurately completing proper reports. Performs other related duties.

**SALARY**

Selected candidates will be required to attend training for approximately 6 to 8 weeks. Candidates who successfully complete training will be appointed to Regular Part-Time (RPT) positions. Full-Time positions will only be made available to eligible RPT employees, as vacancies occur.

**Trainee:** During training, candidates will earn \$12.145 per hour and will not be eligible for benefits.

**Regular Part-Time (RPT):** The salary rate for employees in RPT positions ranges from \$17.478 to \$19.312 per hour with pro-rated benefits. Employees in RPT positions must be available for part-time, at-will work. Will be scheduled to work any time between the hours of 4:30 a.m. to 1:00 a.m., seven (7) days a week, including holidays, working approximately 20 to 39 hours per week.

**Full-Time:** The salary rate for full-time employees ranges from \$21.336 to \$26.014 per hour with benefits.

**MINIMUM REQUIREMENTS**

- High school graduation or equivalent.
- Three (3) years prior to closing date and up to the date of appointment (hire) to the position:
  - 1) No employment terminations for cause,
  - 2) No more than one (1) moving violation,
  - 3) No traffic accidents reported on the DMV (H-6) printout. *If a traffic accident reported on your DMV H-6 printout was not your fault, you must attach acceptable proof to your application to be given further consideration,*
  - 4) No arrests for driving under the influence of alcohol or drugs that result in a criminal conviction, and
  - 5) No administrative suspension or revocation of driver's license for driving under the influence of alcohol or drugs.
- Applicants may be disqualified for any of the following reasons:
  - ⇒ A conviction record, and/or
  - ⇒ Negative employment references.

**NOTES:**

- 1) A conviction shall include a plea, verdict, or finding of guilt regardless of whether sentence is imposed by the court.
- 2) Positions in this job classification are considered safety sensitive under Department of Transportation (DOT) drug and alcohol regulations and are, therefore, subject to specific employment reference verifications prior to employment and random drug and alcohol screenings during the course of employment.
- 3) Prior to appointment (hire), candidates must pass a pre-employment medical examination, which will include a drug screen. A positive pre-placement drug test, refusal or failure to test may result in rejection of the candidate.

**LICENSE AND CERTIFICATES**

A valid driver license is required at time of application. A valid California Class "B" driver license with passenger endorsement and medical certificate card will be required during training. A **Railroad Approved Watch** (approval must be noted on the watch face) will be required at the successful completion of the training.

**EXAMINATION PROCEDURES**

Applicants must receive a passing score on all examination components in order to be placed on the eligible list. Please note: There is a six (6) month waiting period to re-test; therefore, applicants who have participated in the examination process within the preceding six (6) months will be deferred and will need to re-apply after the six (6) month waiting period.

**COMPONENT**

**WEIGHT**

- **VIDEO TESTS:** A simulation exercise measuring reading comprehension, written communication skills, judgment, decision making and public relations skills. *(Tentatively scheduled for March 18, 2014).*

100%

**HOW TO APPLY**

**Recruitment open until filled. Initial review of filed applications will take place on February 20, 2014.**

Complete application materials, including an application form, a current (last 30 days) DMV (H-6), printout, and copies of relevant degrees and/or certificates, must be submitted for consideration. Applicants may download a City application at: [www.culvercity.org/jobs](http://www.culvercity.org/jobs) or obtain an application in person from the Human Resources Department, City Hall, 9770 Culver Boulevard, Culver City, CA 90232.

Individuals that submit incomplete application materials may not receive full consideration for the position. Faxed or emailed materials will not be accepted.

**Equal Opportunity Employer**

Note: Proof of U.S. citizenship, alien residency, or authorization to work in the U.S. will be required before appointment to this position. Special assistance for persons with disabilities is available to help with the application and examination process upon request. Request should be made to Human Resources Department, 9770 Culver Blvd., Culver City, CA 90232-0507, (310) 253-5840, V/TDD (310) 253-5847 (Hearing Impaired Only). Women, Minorities & Disabled Encouraged to Apply.

The provisions of this bulletin do not constitute a contract, express or implied, and any provisions in this bulletin may be modified or revoked without notice.



**POSITION:** Career Development Specialist (CDS) – Workshop Facilitator

**CLASSIFICATION:** Non-Exempt

**SALARY:** \$33,200 - \$47,095

**BENEFITS:** Medical, Dental, Vision, Life Insurance, 403(b) Plan

**SUPERVISION AND DIRECTION:**

Receives day-to-day direction and supervision from the Executive Director.

**DEFINITION:**

Assigned to support the delivery of customer services in the SELACO WIB America Job Center (AJC) the Career Development Specialist assigned to workshop facilitation is responsible for delivery of intensive service workshops that support customers with job readiness. Including, but not limited to, the delivery of the Steps to Economic and Personal Success (STEPS) three day workshop.

**EXAMPLES OF DUTIES:**

1. Maintains quality customer services including, but not limited to, supporting the distribution and collection of Customer Satisfaction Surveys.
2. Develops and provides customer focused workshop including but not limited to: STEPS (job readiness workshop), resume writing, developing interview skills, teaching job hunting techniques and other related workshops that will assist SELACO WIB job seekers in meeting their employment goals.
3. Maintains familiarity with basic WIA regulations, applicable State policies and directives and SELACO WIB's policies and procedures as it pertains to customer service delivery.
4. Supports the development and maintenance of external communications tools that keep our public informed of services available through SELACO WIB's AJC. Including but not limited to the SELACO WIB Website, AJC calendar of events, press releases, email blasts, social media and other promotional material as identified.
5. Works with administrative and support staff to ensure adequate supplies of workshop materials are kept on hand at all times. Includes ordering required supplies as needed.
6. Case note customer participation in training and any other customer activity that will benefit other CDS assigned to work with the customer.
7. Coordinates with, peers, management and on-site partners to ensure appropriate job readiness & job search topics are addressed in existing workshops. When needed creates workshops to address the need.



Now Hiring



## Transit Drivers

Provide Transportation for the Elderly and Disabled

Provide safe, reliable and efficient public transportation  
Give freedom and mobility to individuals in the community

- Valid California Driver's License Class C
- Must be 21 years of age
- Good driving record required
- Be able to read road maps
- Possess excellent communication and decision making skills
- Must pass a pre-employment criminal background check and drug screening
- \$1000 new driver safety retention bonus

Apply in Person

NESFV WorkSource Center/EDD  
11623 Glenoaks Blvd. Pacoima, CA 91331  
Every Thursday morning at 9 a.m. sharp

Join the MV Transportation Family and be on  
the road to a great career!

- Must be registered and have your resume in CalJOBS
- Bring your right to work documents (social security card and driver's license, current H-6 printout)
- See CalJOBS # 14038961 more information



Mj Salas &lt;salassolutions@gmail.com&gt;

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**Fw: Many Jobs in SF Springs, Downey, La Mirada,**

2 messages

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 Erick Cerda <ERICK.CERDA@probation.lacounty.gov>

Wed, Jan 29, 2014 at 8:04 AM

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**From:** Rivas\_Rosalinda [mailto:Rivas\_Rosalinda@lacoed.edu]
**Sent:** Tuesday, January 28, 2014 08:29 PM**Subject:** Many Jobs in SF Springs, Downey, La Mirada,

Thank you David for sharing these job leads with us.

**Center: EDD/Norwalk Workforce Services**

These jobs are posted by a federal contractor in your area. The details of the Federal Contractor Job Listing (FCJL) are available online by following the link on the job title(s) below. These jobs are provided to your center to allow you to provide priority referrals to veterans under the provisions of the Jobs for Veterans Act of 2002 (38 USC 4212(a)).

**Please note:** Your state's job bank is participating in the US.jobs daily file download process. These jobs will appear in your state's job bank within 48 hours, therefore **you do not need to post these jobs to your state's job bank.**

You may view a full set of the daily job announcements at any time from the following URL:  
<http://vetjobcentral.com/OS/jobs.aspx?OS=32499754>

Thank you,  
 VETcentral Support

	<b>Job Title</b>	<b>Company</b>	<b>Job Location</b>
1.	Co-Op - Industrial Engineer-WG	Shaw Industries Inc.	Santa Fe Springs, CA
2.	Equipment Operator - Santa Fe Springs, CA	Baker Hughes	SANTA FE SPRINGS, CA
3.	Groundman A (Metro West Locations)	Southern California Edison	Santa Fe Springs, CA
4.	CCC Supervisor (Non-RN)	Kaiser Permanente	Downey, CA

5.	Case Mgr OS Utilis RN	Kaiser Permanente	Downey, CA
6.	Case Mgr Outside Utiliz RN	Kaiser Permanente	Downey, CA
7.	HR Management Consultant	Kaiser Permanente	Downey, CA
8.	Local City Driver (FT) - Downey, CA - Reddaway LOS	Reddaway	Downey, CA
9.	Locum Veterinarian	Banfield Pet Hospital/Mars Global Petcare	Downey, CA
10.	Customer Svcs Rep - La Mirada	Bank of the West	La Mirada, CA
11.	Physical Therapist	Life Care Centers of America	La Mirada, CA
12.	Installation Specialist	J.B. Hunt Transport	Santa Fe Springs, CA

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Erick Cerda <ERICK.CERDA@probation.lacounty.gov>

Wed, Jan 29, 2014 at 8:05 AM

[Quoted text hidden]





## **JOBS & EDUCATIONAL RESOURCE CENTER (J.E.R.C)**

### **Mission**

Our mission is to empower our Youth and Community Residents to identify their skills, interests, and potential in order to discover meaningful career opportunities.

### **The Center Offers**

- \* Job Listings
- \* On Site Interviews
- \* Career Exploration
- \* Entrepreneurship Training
- \* Information Workshops
- \* College Planning
- \* Employment & Educational News
- \* Job Development Skills
- \* Job Placement
- \* Resume Writing
- \* Computer Center
- \* Vocational Resources

### **J.E.R.C Staff**

Sonia Rodriguez, Administration

Dexter McLeod, Director

Kenneth Jones, Executive Director

**J.E.R.C Hours: Monday – Thursday 9:00am – 4:30pm**

**Location: 13008 S. Figueroa Street, Los Angeles, CA. 90061**

**Call (323) 303-3339 to register for our next Career Orientation**



# CALIFORNIA TELECONNECT FUND

The California Teleconnect Fund (CTF) is a state program administered by the California Public Utilities Commission (CPUC). The purpose of the program is to bridge the digital divide by financially facilitating access to more advanced telecommunications infrastructure within California. Implementation includes providing a 50% discount to eligible organizations on internet access services.

## Why Choose Broadband?

High-speed broadband Internet access provides lightning-fast connection speeds, which means that you and your team can get quicker access to multimedia and outreach downloads and resources, and your clients can take advantage of faster and more efficient job searches, Internet education and training programs.

Broadband also offers a more reliable Internet connection without tying up a phone line, and most require only minimal installation!

## Application Process

Download the Application at: [www.ctfprogram.org](http://www.ctfprogram.org)

**ONLINE TUTORIAL – Online application tutorial available for Community Based Non-Profits and GHHCs.**

If additional information or clarification is needed on your submitted application, you will be contacted by the CPUC by email and have 30 days to respond. If your organization is approved, you will need to notify your service provider before discounts can be applied to your bill.

**REMEMBER:** Any applications submitted with missing required documents will be automatically rejected.

## ELIGIBLE ORGANIZATIONS

- **Non-Profits** that offer one of the following services to the surrounding community:
  - educational services
  - job placement and/or training
  - 2-1-1 referral services
  - computer and internet training
  - health care
- **Government-owned and operated hospitals and health clinics (GHHCs)**
- **K-12 Public and Non-Profit Private Schools**
- **Community Colleges**
- **Libraries**

## ELIGIBLE INTERNET SERVICES

- **Dial-Up**
- **Digital Subscriber Line (DSL)**
- **Cable Internet**
- **T-1 and T-3 Lines**
- **Wireless Internet (data plans, wireless internet cards, no voice)**
- **Other telecommunication technology, such as VoIP and Measured Business Lines**

## Need More Information?

🌐 Go to: [www.ctfprogram.org](http://www.ctfprogram.org)

☎ Contact the CTF Help Desk at (866) 742-8587;  
Monday – Friday, 8:00 am-5:00 pm

✉ Email: [CTFHelpDesk@rhainc.com](mailto:CTFHelpDesk@rhainc.com)

# Attention Veterans 40 Hour Hazwoper Training

CCI WorkSource / UCLA

## Hazardous Waste Training

HAZWOPER offers a number of courses designed for those who need training and certification to work at a hazardous waste site (CERCLA, RCRA or state or local government sites). Examples of those who need certification are: environmental scientists, chemists, engineers, technicians, equipment operators, project managers, fire fighters, etc. All our courses count towards ABIH Certification Maintenance Points.

## Information

HAZWOPER complies with 29 CFR 1910.120, Appendix E Training Curriculum Guidelines, which require that:

- On-site hazardous waste workers receive 24 or 40 hours of initial off-site instruction;
- Hazardous waste workers at treatment, storage and disposal (TSD) facilities receive 24 hours of training;
- Workers receive 8 hour annual refresher courses;
- On-site supervisors receive 24 or 40 hours of basic training plus 8 additional hours of specialized training;
- California Assembly Bill 1549 requires that hazardous waste haulers receive 16 hours of training.

## Must be available

**Monday-Friday, 8am - 5pm**  
**Feb 24th—28th**

CCI WorkSource in Partnership with UCLA is offering a 40 hour Hazwoper training , CCI offers job placement assistance in the hazardous materials field, Must be available for the entire training to obtain the state certificate.

## For more information /Enrollment Contact

**Phil Barajas**

**pbarajas@communitycentersinc.org**

**323-752-2115 EXT 242**

**Deadline to enroll 2/14/2014**

Equal Opportunity Program. As a covered entity under Title II of the Americans with Disabilities Act, Community Centers, Inc. does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, your request should be received at least three (3) business days in advance of the need. The Community Centers, Inc. TTY phone number is (323) 752-9215. For more information, you can contact Milton H. Gaines, Disability Coordinator at (323) 752-2115 ext 268.



**UAW-Labor Employment and Training Corporation  
Southeast L.A.-Crenshaw  
3965 S. Vermont Avenue Los Angeles, CA 90037**

**America's JobCenter  
of California<sup>SM</sup>**  
**YOUTH PROGRAM**

**Are you between  
the ages of  
18-21?**

Come and learn about  
these services. We can  
assist you with:

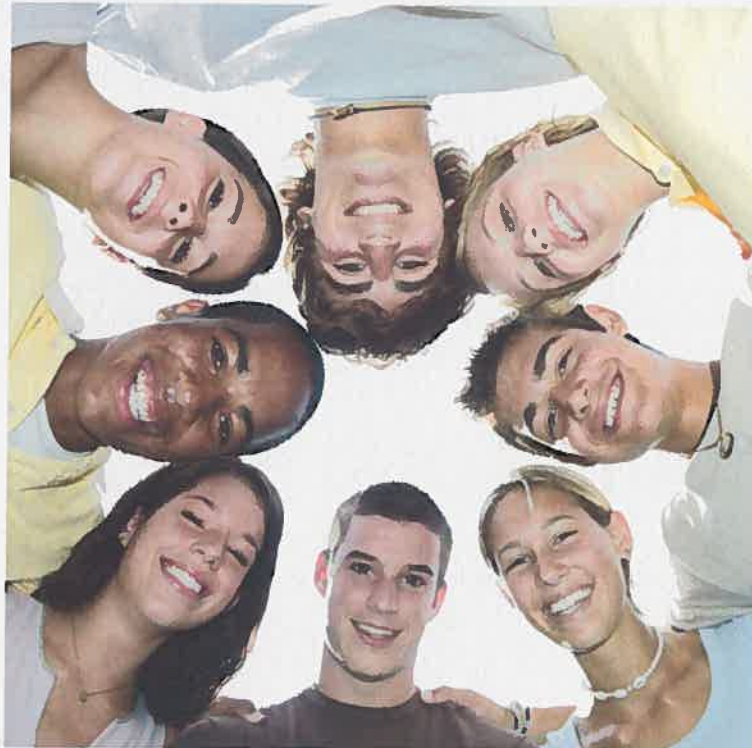
- > Job placement Assistance
- > Paid-internships
- > Vocational Training
- > Education and Career Services
- > Support Services and Financial Assistance
- > On-Site LAUSD Counselor

**Classrooms**

Personal & Group Study Areas  
Tutoring and GED Prep  
Career Planning Workshops  
mentor/leaderships

**Computer Lab**

More than 20 Computers  
Print and fax Machines  
Computer Software Training



**For information call or E-mail :**

**Nancy Ruiz at [nruiz@letc.com](mailto:nruiz@letc.com)**

**Zulma Zavala at [zzavala@letc.com](mailto:zzavala@letc.com)**

**Luis Gomez at [lgomez@letc.com](mailto:lgomez@letc.com)**

**(323) 730-7900**

**Info Sessions are held every:**

**Monday & Friday at 10am**

**OR**

**Wednesday at 4pm**



**AN EQUAL EMPLOYMENT OPPORTUNITY PROGRAM-AFFIRMATIVE ACTION EMPLOYER. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES—call Debra Bradley (323) 730-7900 ext. 253 TDD/TTY (323) 730-7937 CRS (800) 735-2922**  
Program funded by the Workforce Investment Act and sponsored by the Workforce Investment Board of the City of Los Angeles in partnership with UAW-Labor Employment and Training Corporation and the State of California Employment Development Department.



## AMERICAN MEDICAL CAREERS

LOS ANGELES CAMPUS

### BE TRAINED IN AS LITTLE AS 5 WEEKS! BECOME A NURSE ASSISTANT

#### WHAT WILL I LEARN?

This course prepares the students to be a beginning health care worker in the acute care setting or the long-term care facility.

#### HOW LONG IS THE PROGRAM?

This program consists of 160 hours of training including 50 hours of classroom training/laboratory instruction and 100 hours of supervised clinical practice in local health care institutions, 10 hours of review and exam preparation.

#### WHAT DO GRADUATES DO?

Graduates may find employment in health related settings such as doctor's offices, clinics, hospitals, medical suppliers, home health agencies and insurance companies.

#### WHAT CAN I EXPECT TO EARN?

CNA salaries can range anywhere from \$20,500 to over \$36,000 annually or a mean hourly rate of \$13.04 according to the California Employment Development Department depending on experience, prior education, location and other factors.

#### HOW WILL I FIND A JOB?

AMC offers Career Placement assistance to those students who have passed the state exam. Career fairs and one on one placement assistance is offered to all AMC graduates.

#### HOW DO I PAY FOR MY EDUCATION?

AMC offers in house financing to those who qualify.

#### CONTACT US TODAY

**(213) 387-8900**

3333 WILSHIRE BOULEVARD #208  
LOS ANGELES, CA



**EDUCATING FOR THE FUTURE... ONE STUDENT AT A TIME!**

# READY FOR A CAREER IN HEALTHCARE?

## Become a Certified Nurse Assistant

Certified Nurse Assistants work directly with Patients in Nursing Homes, Convalescent Hospitals, Skilled Nursing Facilities, and Assisted Living Facilities.

**Training is FREE  
for those who  
Qualify!**

**Contact us to find  
out more!**



### What you need:

- **Must be 19-21 years old**
- **Live in Long Beach, Signal Hill, or Lomita**
- **Have a California ID & Social Security Card**
- **Have no Criminal Record**

Have Any  
Questions?

Call Laura McNeil or  
Zulma Zavala

@

**(323) 730-7900**

**Pacific Gateway**   **TECHNICAL COLLEGE**



**UAW  
LABOR EMPLOYMENT  
and  
TRAINING CORPORATION**

AN EQUAL EMPLOYMENT OPPORTUNITY PROGRAM-AFFIRMATIVE ACTION EMPLOYER.  
This program is funded by the Workforce Investment Act and is sponsored by the Workforce Investment Board of the City of Los Angeles in partnership with UAW-Labor Employment and Training Corporation and the State of California Employment Development Department.

# ***Are you looking for a high-paying career in a growing industry?***

SELAC WorkSource Center, in partnership with Pacific Gateway, Las Positas College, and OSCA, presents




## **FREE CONSTRUCTION TRAINING**

**You are eligible for this training program  
if you meet the following criteria:**

- **Between the ages of 18 and 21**
- **Able to pass a drug test**
- **Possess a valid California Drivers License**
- **Live in Long Beach, Torrance, Signal Hill, or Lomita**

**Act now! Classes begin soon.**

For enrollment information, call Laura McNeil OR Zulma Zavala

 **(323) 730-7900**

[zzavala@letc.com](mailto:zzavala@letc.com)

[lmcneil@letc.com](mailto:lmcneil@letc.com)

Southeast L.A.-Crenshaw  
**WorkSource**  
CALIFORNIA  
*Building Business and Careers*

Pacific  Gateway

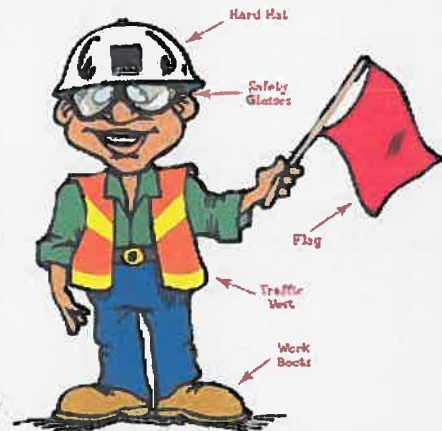
America's **JobCenter**  
of California<sup>®</sup>

  
**LAS POSITAS**  
COLLEGE

**OSCA**  
OCCUPATIONAL SAFETY  
COUNCILS OF AMERICA

AN EQUAL EMPLOYMENT OPPORTUNITY PROGRAM-AFFIRMATIVE ACTION EMPLOYER. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES—call Debra Bradley (323) 730-7900 ext. 253 TDD/TTY (323) 730-7937 CRS (800) 735-2922  
Program funded by the Workforce Investment Act and sponsored by the Workforce Investment Board of the City of Los Angeles in partnership with UAW-Labor Employment and Training Corporation and the State of California Employment Development Department.

**OSHA**  
**10-Hour**  
**OSHA Accepted Courses**



**"If you're Interested in the construction field this is a requirement"**

**Free OSHA- 10 Training**  
**1 1/2 Day Training**  
**Wednesday & Thursday,**  
**February 12 & 13, 2014**  
**8:00 a.m. SHARP—4:30 p.m.**

**Location: Webber Community Center**  
**5849 Crocker Street Unit L, Los Angeles Ca. 90003**  
**Contact: Erick Cerda**  
**Tel: 323-235-7059**  
**Email: [Erick.cerda@probation.lacounty.gov](mailto:Erick.cerda@probation.lacounty.gov)**  
**MUST REGISTER prior to attending the class!**





LA CONSERVATION CORPS

*Need a HS Diploma?*

**Need a HS Diploma?**

**Want a Job?**

**Join the LA Conservation Corps!**

**Now enrolling from the following  
areas:**

**Santa Monica, Westchester, Culver City,  
Playa Vista, Hawthorne, Inglewood, Carson,  
Long Beach, Athens**

**If you are between the ages of 18-24 and  
would like the opportunity to:**

**Earn a High School diploma & college scholarship**

**Gain valuable work experience**

**Make a difference in your community**

**THEN WE ARE LOOKING FOR YOU!**

**Attend an information session at one of our  
locations listed below!**

**Monday @ 7:30 am: East LA Center 1020 S. Fickett Street, Los  
Angeles, CA 90023**

**Tuesday @ 7:30 am: North East LA Center 1400 N. Spring Street,  
Los Angeles, CA 90012**

**Wednesday @ 7:30 am and Thursday @ 4 pm: South LA Center  
2824 S. Main Street, Los Angeles, CA 90007**



# Free Tuition & Enrollment Fees!

**YOU** may be eligible to receive Free Training Towards IT Industry Certifications and Discounted Certification Exam fees with High Test Scores!

**Veterans Encouraged to Apply!**

### Cisco Networking Academy Program:

South Bay Workforce Investment Board's One-Stop Business & Career Centers, in partnership with West L.A. Collge and Cisco Systems, are seeking students for The Cisco Networking Academy Program. The Networking Academy program teaches you to design, build, and maintain computer networks.

You will learn skills that will prepare you for the CCNA/ICND-2 (Cisco Certified Networking Associate and Interconnecting Cisco Networking Devices Part 2) certification exams leading to opportunities in high-skilled, high demand careers in Computer Network Management at large corporations, educational and government institutions, as well as small and medium sized companies.

**Classes begin in February 2014. Sign-up now! Classes are filling up fast!**



#### Must Be:

- Long-Term Unemployed, or
- Underemployed, or
- Veteran

#### And have all of the following:

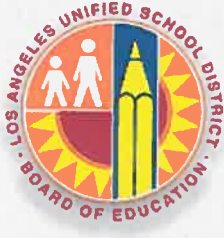
- U.S. citizen / able to prove legal right to work
- 18 years of age or older
- Technical IT Experience (as described above)
- Ability to become a West Los Angeles College Student
- Ability to complete course(s) and obtain certification(s)

#### For More Information Contact:

Des Walker, South Bay One-Stop Business & Career Centers  
(310) 680-3700



An equal opportunity employer/program. Auxiliary aids/services are available upon request to individuals with disabilities.



**East Los Angeles Service Area**  
Los Angeles Unified School District - Division of Adult and Career Education

# FREE GED Class

Class meets Monday-Friday from 10:00am-12:00pm



**Program includes:**

- Academic Assessment by LAUSD PSA Counselor
- Teacher Directed
- Updated GED Material

**Para Los Ninos YouthSource Center  
3845 Selig Place, Suite 150  
Los Angeles, CA 90031**

**For more information please contact LAUSD PSA Counselor, Ms. Hernandez, at (323) 275-9309**

**Open Enrollment. There are no age or zip code requirements.**

Funded by the City of Los Angeles Workforce Investment Board. Equal Opportunity Employer/Program.  
Auxiliary aids and services available to individuals with disabilities with 72 hours advance notice – call (323) 275-9309 or  
TTY (323) 223-8054

# Free cash for college



Get help to apply for a Cal Grant at a Cash for College workshop and you could cash in on an extra \$1,000 scholarship.

ADDITIONAL INFORMATION PROVIDED AT THIS WORKSHOP WILL INCLUDE

- 1) IMMIGRATION/DACA; AND
- 2) COVERED CALIFORNIA.

\*ALL ARE WELCOMED TO THE ABOVE NOTED SERVICES.

DATE: February 1, 2014

TIME: 8:00 a.m. to 2:00 p.m.

LOCATION: East Los Angeles College, 2340 Firestone Blvd., South Gate, CA 90280

BRING YOUR PARENTS

CHECK-LIST OF IMPORTANT DOCUMENT YOU NEED TO HELP COMPLETE THE FAFSA:

If you do not have every one of these documents, that's okay. Come to the workshop with the documents that you have and that apply to you.

Driver's License\*California ID \* Social Security Card\* Alien Registration Number, if you are not a U.S. citizen\* 2013 Income Information\*Parent 2013 Income Information\* Yours and your parents tax information of 2012\*Bank Statements\* Any records of untaxed income such as welfare benefits, Social Security Benefits, or Child Support payments\*List of colleges you are interested in attending.

QUESTIONS: CONTACT ESPERANZA GALVAN TREJO, SITE COORDINATOR  
CELL: 323-333-4258 OR E-MAIL: medelacruz65@prodigy.net



LAW OFFICES OF MEREDITH R. BROWN



Keeping Families Together  
InfoLegal.net



The first 75 students to register will be entered into a drawing for one of THREE \$250 scholarships. \*To participate in the drawing you must pre-register, complete the entire workshop and exit survey. Drawing will be held at 2pm.

**SCHOLARSHIP SPONSORS**

LAW OFFICE OF RICHARD L. TREJO  
LAW OFFICE OF MEREDITH BROWN  
FIESTA TAXI  
HEALTHY HALO INSURANCE COMPANY

STUDENT'S NAME: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

PARENT'S NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

2 WAYS TO PRE-REGISTER: SEND FORM TO: ESPERANZA GALVAN TREJO  
E-mail: [medelacruz65@prodigy.net](mailto:medelacruz65@prodigy.net) or Fax: 323-566-6784

2.0 + 2 Forms: + 1 Fee: = \$12,192  
2.0 Forms: 1. FAFSA, 2. Cal Grant, 3. Verification, 4. GPA  
1 Fee: 1. FAFSA, 2. Cal Grant

2.0 + 2 Forms: + 1 Fee: = \$12,192  
2.0 Forms: 1. FAFSA, 2. Cal Grant, 3. Verification, 4. GPA  
1 Fee: 1. FAFSA, 2. Cal Grant



**Cal Grant** Where will it take you?  
For more workshops: [calgrants.org](http://calgrants.org) or 1-888-CA-GRANT



CASH FOR COLLEGE  
**ECMC**



# CASH FOR COLLEGE

# Super Saturday Feb. 1, 2014

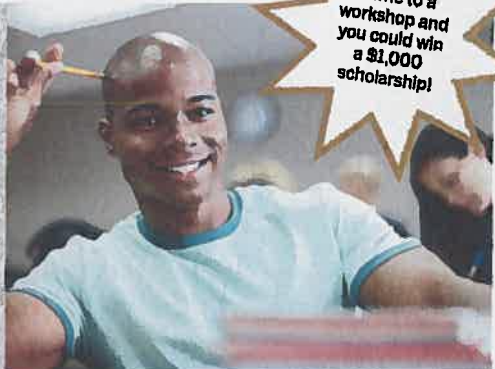


Cash for College Workshops provide FREE, one-on-one assistance to students and families completing the Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (for eligible AB540 students) and Cal Grant GPA Verification Form.

These forms must be completed by March 2 to receive priority consideration for state and federal financial aid, including: grants, scholarships, loans and work-study opportunities, if eligible.

Please bring the following financial documents:

- ✓ You and your parents' federal income tax returns from 2013 (if filed)
- ✓ You and your parents' W-2 forms, paycheck stubs or any records of earned income
- ✓ Current bank statements and records of stocks, bonds or other investments



## COLLEGE IS WITHIN REACH! ATTEND A CASH FOR COLLEGE WORKSHOP NEAR YOU!

- Alhambra High School, 101 S. Second St., Alhambra 91801
- Bassett High School, 785 N. Ardilla, La Puente 91746
- Belmont High School, 1875 W. 2nd, St., Los Angeles 90026
- Birmingham Community Charter, 17000 Haynes St., Van Nuys, 91406
- Cal State Long Beach 6300 State University Dr., Long Beach 90815
- Cal State Northridge 18111 Northhoff St., Northridge 91330
- Carolino Nueva High School, 3500 W. Temple St., Los Angeles 90004
- Canoga Park FamilySource Center, 21400 Satlow St. 2nd Floor, Canoga Park 91304
- CO-OP Programs Main Office, 8929 S. Sepulveda Blvd., Suite 400, Los Angeles 90045
- Orenshaw High School, 5010 11th Ave., Los Angeles 90043
- Dorsey High School, 3557 Farmdale Ave., Los Angeles 90016
- Downtown Magnets High School, 1081 W. Temple St., Los Angeles 90012
- Dr. Maya Angelou Community HS, 300 E. 53rd St., Los Angeles 90011
- Eagle Rock High School, 1760 Yosemite Dr., Los Angeles 90041
- East Los Angeles College South Gate Campus, 2340 Firestone Blvd., South Gate 90280
- El Camino College Compton Center, 1111 E. Artesia Blvd., Compton 90221
- El Rancho High School, 6501 S. Parsons Blvd., Pico Rivera 90660
- Franklin High School, 820 N. Ave 54, Los Angeles, 90042
- Gabrielino High School, 1327 S. San Gabriel Blvd., San Gabriel 91776
- Heart of Los Angeles (HOLA), 2701 Wilshire Blvd #100, Los Angeles 90057
- Hollywood High School, 1521 N. Highland Ave., Los Angeles 90028
- John C. Fremont High School, 7676 S. San Pedro St., Los Angeles 90003
- John Francis Polytechnic High School Library, 12431 Roscoe Blvd., Sun Valley 91352

- John Marshall High School, 3939 Tracy St., Los Angeles 90027
- Los Angeles Big Picture High School, 700 Wilshire Blvd., #700, Los Angeles 90017
- Los Angeles Leadership Academy High School, 234 E. Ave 33, Los Angeles 90031
- Los Angeles Mission College Campus Center, 13356 Eldridge, Sylmar 91342
- Manual Arts High School, 4131 S. Vermont, Los Angeles 90037
- Mar Vista Family Center, 5075 S. Slauson Ave., Culver City 90230
- Maywood Academy High School Library, 6125 Pine Ave., Maywood 90270
- Panorama High School, 8015 Van Nuys Blvd., Panorama City 91402
- Ramon C. Cortines School of Visual and Performing Arts, 480 N. Grand Ave., Los Angeles 90012
- Robert F. Kennedy Community Schools, 701 S. Catalina St., Los Angeles 90005
- San Gabriel High School, 801 Ramona St., San Gabriel 91776
- Santa Monica High School, 601 Pico Blvd., Santa Monica 90405
- Santee Education Complex, 1921 Maple Ave., Los Angeles 90011
- TELACU Education Foundation, 5400 E. Olympic Blvd., Suite 130, Los Angeles 90022
- Theodore Roosevelt High School, 465 S. Mathews St., Los Angeles 90033
- University High School, 11800 Texas Ave., Los Angeles 90025
- Venice High School - Library, 13000 Venice Blvd., Los Angeles 90066
- Verdugo Hills High School, 10625 Plainview Avenue, Tujunga 91042
- West Valley Boys and Girls Club, 7245 Remmet Ave., Canoga Park 91303
- Woodrow Wilson High School, 4500 Multnomah St., Los Angeles 90032
- Youth Policy Institute, FamilySource Center, 1075 N. Western Ave. Suite 110, Los Angeles 90029

For a complete list of Cash for College workshops near you, visit [www.calgrants.org/cashforcollege](http://www.calgrants.org/cashforcollege) or call 888-CA-GRANT.  
\*\*Hours vary. Contact site directly for exact schedule.  
\*as of 12/18/13

WORKSHOP PARTICIPANTS ACCESSED MORE THAN \$37 MILLION DOLLARS IN AID LAST YEAR ALONE!

Presented by



Thank you to our sponsors and contributors

Title



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City of Los Angeles • City of Los Angeles Economic and Workforce Development Department • City of Los Angeles Workforce Investment Board • Los Angeles Community College District • Los Angeles County Department of Children and Family Services • Los Angeles Unified School District • United Way of Greater Los Angeles • Volunteer Income Tax Assistance • WorkSource California • YouthSource



Connect with L.A. Cash for College online!

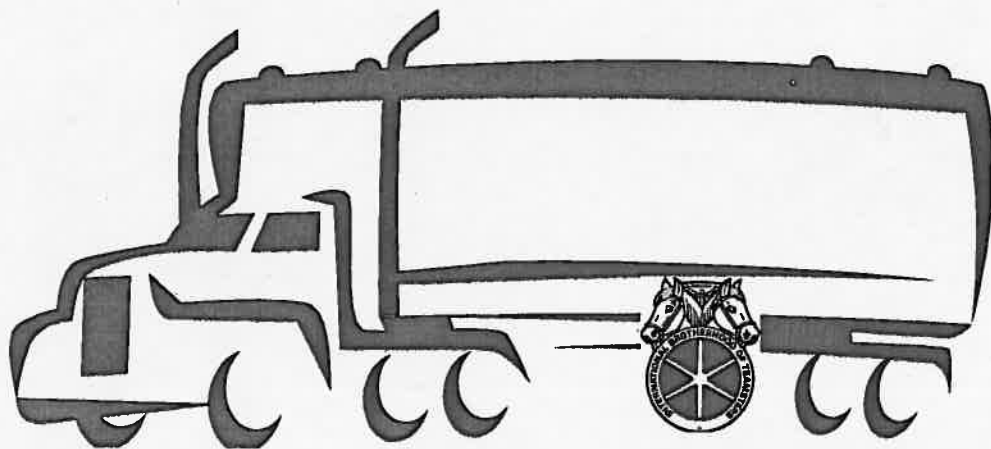
Like us on Facebook:  
[facebook.com/LACashforCollege](http://facebook.com/LACashforCollege)

Follow us on Twitter:  
[@LACash4College](http://@LACash4College)

\*Limited scholarships available. Scholarship recipients are randomly selected.

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# Hazardous Materials Transportation Training



## Hazmat Transportation Safety and Security Awareness

**Free D.O.T. Training**

**One day/ 8hr Training**

**Tuesday, February 11, 2014**

**8:00 a.m. SHARP—4:30 p.m.**

**Are you interested in learning about transporting hazardous  
waste material or waste?**

**Explore what type of jobs are out in this field?**

**Location: Webber Community Center**

**5849 Crocker Street Unit L, Los Angeles Ca. 90003**

**Contact: Erick Cerda**

**Tel: 323-235-7059**

**Email: [Erick.cerda@probation.lacounty.gov](mailto:Erick.cerda@probation.lacounty.gov)**

**MUST REGISTER prior to attending the class !**

---



**Contact:**  
tamara@supervisedchildvisits.com  
[www.supervisedchildvisits.com](http://www.supervisedchildvisits.com)  
**Office:** 310.288-6868  
**Mobile:** 310.874.1046  
**Fax:** 310.988.2538

**Affiliated Listings**

SVN Network ~ SVDirectary.com  
Orange County Family Court Services  
Los Angeles Superior Court  
Dun & Bradstreet

***Train to Become a Professional  
Supervised Visitation Monitor***

**PART-TIME CAREER OPPORTUNITY FOR INTERESTED PROFESSIONALS**

**Family Law Career Opportunity  
2014 Income Boost in Slow Economy**

- WHO:** **Supervised Child Visits**, a program of Growth Motivator Enterprises, Inc.®
- WHAT:** Supervised Child Visits conducts monthly training classes in how to become a **Professional Supervised Visitation Monitor**. Monitors earn between \$50-\$125 p/hr. plus expenses.
- WHEN:** **February 6<sup>th</sup> – 8<sup>th</sup>** (Registration Deadline Feb 1<sup>st</sup>)  
**March 20<sup>th</sup> – 22<sup>nd</sup>** (Early Bird Deadline Mar 14<sup>th</sup>)

**REGISTER TODAY!** [www.supervisedchildvisits.com](http://www.supervisedchildvisits.com)  
**\*Only serious minded need inquire\***

**WHERE:** National University, 5245 Pacific Concourse Dr. Los Angeles, 90045  
**Contact Trainer:** (310) 288-6868 (*\*Do NOT contact School Office*).

**WHY:** The courts often require scheduled, monitored visits between a child and a non-custodial parent designed to provide a measure of safety to the child. [Learn the California Rules of Court 5.20](#) standards, parent intakes, DV impact on monitoring, guidelines and more. Certificate of *Completion*.

**HOW:** **Qualifications:** *Must be Live Scanned, 21 yrs. of age, Never been monitored yourself, No DUI's past 5 yrs., No criminal violation against any person. Not on parole/probation past 10 yrs., No Restraining Orders past 10 yrs. Have proof of automobile insurance.*

**Tuition:** Standard fee: \$349 **Early Bird Special:** \$295  
Certificate of Completion, Client Forms and Training Manual included.

[www.supervisedchildvisits.com](http://www.supervisedchildvisits.com)  
**Office:** 310.288.6868~ **Mobile:** 310.874.1046



# Growth Motivator Enterprises<sup>®</sup> aka, Supervised Child Visits Three-Day Professional Supervised Visitation Monitor Training



## TRAINING REGISTRATION

To register for the Three-Day Training, fill out the form and Email it to [tamara@supervisedchildvisits.com](mailto:tamara@supervisedchildvisits.com). You may also fax form to (310) 988-2538. Registration is on a First Come First Serve basis. (Payment must be received no later than registration deadline or Standard Rate will apply).

Name:	
Street Address:	
City, State, Zip:	
Cell Number:	
Alternate Contact Number:	
E-mail:	
Name of Event: (Check one only)	<input type="radio"/> Effective Supervised Visitation Monitor Training (3-Day Session) <input type="radio"/> Supplemental Visitation Monitor Training ( <i>CURRENT monitors only</i> )
Month/Dates of Training:	
Amount Enclosed: <u>Circle one</u>	<b>3-day Standard - \$349. 3-day Early Bird - \$295 (See Early Bird Deadline) 12-hour Supplemental - \$199 (CURRENT monitors only)</b>
Your Current Job Field	

**Check Website for Early Bird Deadline**  
**Make Payment NO LATER THAN Deadline Date!!!**

**\*Space is limited. Registration is first come first serve.**

### Additional Payment Option:

Credit Cards, Cashier's Checks, Money Orders Accepted. **NO PERSONAL CHECKS**  
 Mail Completed Registration Form

**Make payable to:**  
**Growth Motivator Enterprises**  
**Mail To:**  
 Attn: Growth Motivator Enterprises  
 c/o Tamara Daniels  
 P.O. Box 36264  
 Los Angeles, CA 90036-0264

Training may qualify as Tax deduction. Verify with your Tax preparer.

**For further information, please contact:**

**Tamara Daniels, Trainer**

**Office: (310) 288-6868**

**Mobile: (310) 874-1046**

**Fax: (310) 988-2538**

**E-mail: [tamara@supervisedchildvisits.com](mailto:tamara@supervisedchildvisits.com)**



**SPREADING THE WORD TO MEET A CLEAR NEED**  
**By Michael Tredinnick Ph.D., Supervising Psychologist, ACCESS Center**

No doubt we all know someone who wants to express something on their mind in the middle of the night, and perhaps has a limited circle of family and friends to talk to. This is particularly true of the elderly and especially those who are house-bound. However, a listening ear is only a phone call away. Hopefully, you will continue to spread the word, especially to those who need it the most; Los Angeles County's talkline, the "LA Warmline", is available from 10PM to 6AM.

The LA Warmline currently answers over 1,000 calls each month, many from new callers. While the line is attracting a large number of calls from those under 60, the call agents are hoping to get your help in reaching out to a wider cross section of the community. Although the call agents speak both English and Spanish, approximately only 18% of the calls are from callers who describe themselves as Hispanic or Latino, and only 5% of the callers are 65 and older. The most common presenting issues are loneliness, relationship issues and family conflict.

For further information, contact Dr. Tredinnick at [mtredinnick@dmh.lacounty.gov](mailto:mtredinnick@dmh.lacounty.gov).

**Contact Information:**

LA Warmline	Tel: 855-952-9276	Sun-Sat, 10PM-6PM
Suicide Crisis Line	Tel: 877-727-4747	24HRS
ACCESS Center	Tel: 800-854-7771	24HRS
Hotline of Southern California	Tel: 562-596-5548	Sun-Sat, 9AM-9PM
Community Helpline	Tel: 877-541-2525	Sun-Sat, 9AM-10PM
Project Return	Tel: 888-448-9777	Mon-Fri, 5PM-10PM

The LA Warmline is funded by the voter-approved Mental Health Services Act (Prop. 63). It is one of several Prevention and Early Intervention initiatives implemented by the California Mental Health Services Authority (CalMHSA), an organization of county governments working to improve mental health outcomes for individuals, families and communities. For more information, visit [www.calmhsa.org](http://www.calmhsa.org).