

# CITY OF LOS ANGELES

CALIFORNIA

CLIFFORD W. GRAVES  
GENERAL MANAGER




JAMES K. HAHN  
MAYOR

COMMUNITY DEVELOPMENT  
DEPARTMENT

215 W. 6TH STREET  
LOS ANGELES, CA 90014

Date: December 22, 2003

To: All L.A. Bridges II Contractors

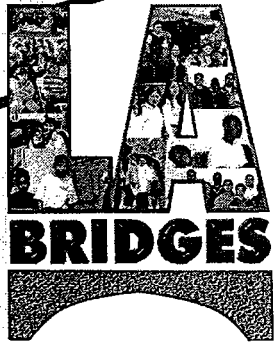
From: John Chavez, Director  
L.A. Bridges Division 

**SUBJECT: L.A. BRIDGES INFORMATION BULLETIN NO 03-03  
CDD JOB LINKAGE PILOT PROGRAM MEETING ON 1/8/04**

The Community Development Department (CDD) has created a Job Linkage Task Force whose purpose is to integrate CDD functions, policies and procedures involving job creation, job training and job placement. The Task force is designed to ensure that City residents most in need of jobs can effectively utilize CDD resources to obtain jobs and employers requiring qualified applicants can find applicants.

Earlier this month, L.A. Bridges II contractors met with staff from CDD's L.A. Bridges and Human Services divisions to discuss the implementation of the *Pilot Job Linkage Program*. L.A. Bridges II contractors have been asked to identify potential clients that can be referred to WorkSource Centers for the *Pilot Job Linkage Program* by January 31, 2004. A follow-up meeting has been scheduled for **Thursday January 8, 2004, 1:30 to 3:30pm.** The meeting will be held at CDD, 215 West 6<sup>th</sup> Street, in the 2<sup>nd</sup> floor conference room.

Please R.S.V.P. by Tuesday, January 6, 2004, to Neika Allen of my staff at 213-485-4784 with the name of program staff who will attend this meeting.



# JOB LINKAGE PILOT PROGRAM

L.A. Bridges is committed to:

- Increasing public and private sector involvement in reducing gang affiliation
- Developing various outreach strategies
- Creating innovative options for youth
- Increasing leadership and participation of residents in the most affected areas of Los Angeles

For more information about

L.A. Bridges please call  
(213) 485-4784.

L.A. Bridges Program  
215 West 6<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Los Angeles, CA 90014

The Community Development Department is developing a job linkage pilot program designed to place job ready individuals into full-time living wage jobs. Over the next few months, there will be job openings in the following industries:

**GARMENT**

**HOME IMPROVEMENT**

**GROCERY**

**RESTAURANT**

**RETAIL**

Some of the positions and minimum skills required are listed below:

## POSITIONS

- Customer Service Representatives
- Shipping Clerks
- IT Technicians
- Trainers
- Maintenance Workers

## MINIMUM SKILLS REQUIRED

- Telephone skills
- Reading
- Computer literacy
- Reading and writing
- None

## Minimum Criteria

- Interested and ready for full-time employment
- Currently enrolled/involved with a CDD program
- Able to complete job application unassisted
- Must be 18 years of age with right to work
- Must understand and speak workplace English
- Some work experience preferred

