

# Steps to start your job today with Cal/OSHA!

We are hiring **Office Technicians (Typing)** in the following areas:

- **Office Technicians (Typing)**

[American Canyon, Bakersfield, Foster City, Fremont, Fresno, Long Beach, Los Angeles, Modesto, Monrovia, Oakland, Redding, Riverside, San Bernardino, San Diego, San Francisco, San Leandro, Santa Ana, Santa Barbara, Van Nuys]

## How to Apply:

Email your application packet to [calosharapidrecruitment@dir.ca.gov](mailto:calosharapidrecruitment@dir.ca.gov).

Make sure to:

- Complete the application form.
- List the classification and location at the top of the application and in the body of your email.
- List which job fair you attended in the body of your email.
- Provide a 40+ WPM typing certificate issued within the last 4 years if applying for the Office Technician (Typing) position.

# DIR

EST. 1927



Apply by the 10th of every month!



*Scan here to access a blank application and get started today!*

## About the Rapid Temporary Recruitment Program

### Temporary Assignment:

- Work immediately up to 9 months.

### Critical Need:

- Immediate need for administrative staff to support Cal/OSHA offices and operations.

### Career Continuation:

- Apply for a permanent job at any time to continue your career with DIR.
- Permanent hiring follows standard state merit-based process and rules.

### Start Date:

- If selected for a temporary assignment, start as soon as next month.



**Visit our website:**

[www.dir.ca.gov/dosh/](http://www.dir.ca.gov/dosh/)

**Have questions?**

**Contact us at**



[EnforcementRR@dir.ca.gov](mailto:EnforcementRR@dir.ca.gov)