

**Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA)
Custody to Community Transitional Reentry Program**

JOB ANNOUNCEMENT

L.A. CADA saves lives, unites families and protects the community by providing healthy living education and addiction treatment. As one of L.A. CADA's programs, the Community Services department provides comprehensive assessment and counseling, crisis intervention, support and self-help groups, as well as classes in parenting, anger management, drug education, relapse prevention, and life skills. The behavior modification focus teaches adult men and women how to stay clean and sober so they can return to families and jobs as productive members of society. For more information go to www.lacada.com

The successful candidate will be able to work effectively as part of a team, communicate well verbally, maintain all required documentation to contract standards, understand how to implement a gender responsive and trauma informed environment, and be able to utilize computer based applications.

POSITION: **Building Maintenance Specialist**
SALARY: DOE
LOCATION: 11121 Bloomfield Avenue, Santa Fe Springs CA 90670

DUTIES: This position is responsible for the maintenance of the overall facility building and grounds to ensure that they remain clean and in good repair, including supervising and guiding participants in their life skills development assignments for housekeeping, maintenance, and landscaping.

EDUCATION:

- High school diploma or equivalent (GRE)

QUALIFICATIONS:

- Five (5) years' experience in general semi-skilled maintenance and repair work, or as a building maintenance or construction trades worker;
- Two (2) years supervisory experience required;
- Experience working with individuals and groups in a confined setting is preferred;
- Must possess knowledge of common methods, practices and materials used in maintenance and repair work of buildings and building facilities;
- Must be familiar with the various tools used in building maintenance and repair work and their proper employment and care;
- Must be familiar with OSHA standards;
- Good computer skills;
- Good organizational, communication and writing skills;
- Attention to detail and the ability to exercise good judgment and discretion;
- Ability to work well in a team environment;
- Ability to be sensitive to trauma and gender while interacting with participants.
- Valid California driver license and proof of personal auto insurance is required; as Hire is contingent upon agency insurability.
- Must be able to pass a criminal history background screening and receive clearance from the California Department of Corrections; as well as maintain annual CPR Certification, First Aide Certification, physical exam, and Tuberculosis test.

APPLICATIONS: FAX: (562) 906-1068
EMAIL: humanresources@lacada.com

Current L.A. CADA employees who are interested in this position are encouraged to apply by submitting a resume to the Human Resources Department.

CLOSING DATE: Until filled

Los Angeles Centers for Alcohol and Drug Abuse is an Equal Employment Opportunity Employer. Our hiring practices meet all Federal and State Regulations.