



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Assemblymember Jones-Sawyer
Classification: Field Representative
Posted: January 8, 2019

Assemblymember Reginald Byron Jones-Sawyer, Sr. is seeking a Field Representative for his District Office in Los Angeles. Responsibilities include responding to constituent inquiries, representing the Assemblymember at a variety of community events, developing relationships with local stakeholders, organizing community events, assisting with office administrative duties such as reception of visitors, answering phones, and some district scheduling duties. Candidates should possess excellent verbal and written communication skills, have the ability to work on multiple tasks and meet deadlines, work collaboratively in a positive environment, and be available to work extended hours as needed. Spanish language skills a plus.

Contact: Please send a cover letter, resume and writing sample to:
cori.ayala@asm.ca.gov.