



Apply Here

Workforce Development Professional – Range III

Del Paso Boulevard, Youth Services Unit

The SACRAMENTO EMPLOYMENT & TRAINING AGENCY (SETA), a joint powers agency of the City and County of Sacramento, was formed in 1978. From its inception SETA has been an effective force in connecting people to jobs, business owners to quality employees, education and nutrition to children, assistance to refugees, and hope to many Sacramento area residents. For additional information visit us at www.seta.net.



Position Summary: Under general direction, provides services or coordinates the provision of services to individual customers, families, business entities, communities, and neighborhoods, in carrying out the service mandate of the Sacramento Employment and Training Agency with regard to workforce development. This position is located at our Del Paso, Sacramento office.



Starting Salary: \$27.19/hour to \$34.70/hour (New employees typically are hired at the first step, Step A. SETA’s pay scale consists of six steps, each step increase is on annual basis.)

Benefits:

- Medical Benefits (6 plans to choose from)
- Dental Benefits
- Life Insurance
- Vision Insurance
- Health Savings Account (HSA)
- Modern Health – Mental Health Program
- Educational Reimbursement: up to \$1500 annually
- Access to the Public Employee Student Loan Forgiveness Program

- Pension (mandatory contribution required)
- Retirement Health Savings Accounts and 457 plans
- Paid Holidays
- Paid Vacation
- Paid Sick Leave
- Paid Personal Leave
- Paid Jury Duty
- Regional Transit Monthly Pass Reimbursement

Minimum Qualifications:

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain this knowledge and ability would be:

Advanced educational training in counseling preparation, business administration, education, psychology, sociology, communications, economics, marketing, public relations, or a closely related field.

Or

At least five (5) years of increasingly responsible work experience in career planning, employment counseling, employment training or topical instructional programs.

HOW TO AND WHO MAY APPLY: *This is an OPEN examination.* Open to current employees and employees eligible for transfer or voluntary demotion. A completed SETA application must be submitted by the deadline date using the online application which can be found at <https://laserfiche.seta.net/Forms/app>.



*Due to COVID-19, the recruitment for this position may be virtual, meaning exams and interviews will utilize electronic mediums such as video conferencing.

Job offer is contingent on acceptable motor vehicle record check.

POSTING DATE: Tuesday, March 14, 2023

FINAL FILING DATE: Friday, March 24, 2023 by 5 p.m.

Applications will not be accepted after the 5 p.m. deadline. Auxiliary aids and services are available upon request to individuals with disabilities.

SETA is an Equal Opportunity Employer.