CALIFORNIA STATE ASSEMBLY
JOB LISTINGS

Office: Assembly Budget Committee
Classification: Secretary
Posted: February 2, 2024

The Assembly Budget Committee seeks a Committee Secretary I. Duties will include handling committee administrative tasks and acting as front-of-house reception for the public and phones for both the Committee and the Chair's office in the Swing Space. Successful candidate will need to demonstrate the reliability, people skills, and initiative necessary to support the budget team build California's annual budget. The pay range for Committee Secretary I is $3,631-$6,621 per month, with significant experience needed in order to reach the higher end of the salary range.

Contact: If interested, please email a resume and statement of interest to Christian.griffith@asm.ca.gov.