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Sample Question #2 As a Parole Agent 2, Adult Parole, your clerical staff advises you that the Officer of the Day (OD) failed to report for duty. How should you handle the situation? A. Immediately initiate a welfare check on the missing agent. B. Instruct the clerical staff to handle the lobby traffic and initial interviews.

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Office Assistant Study Guide - State of California

Time: 45 minutes*. Version: 2. Questions: 30. Time: 45 minutes*. *This is only an estimate of how long it will take you to complete the practice test; you will not be timed.

Clerical Practice Test(s) - LA County Online Test Prep

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Free Civil Service Exam Clerical Ability Questions

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items. The sample questions provided in this study guide are intended to give you an idea of the kinds of reading comprehension items you may encounter in County tests. However, it is important to note that actual test questions will vary in format, content, and level of difficulty, depending on the job class being tested.

Reading Comprehension Study Guide & Sample Test Questions

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Sample Questions For Orange County Clerical Exams

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California State Civil Service Exams. California Civil Service jobs are administered by the California Department of Human Resources (CalHR). CalHR was created to combine the State of California's two personnel departments, the Department of Personnel Administration with certain programs of the State Personnel Board.

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Proficiency Exam Registration Form B For Clerical

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