

Civil Service Typing Test Eliminated

The State Universities Civil Service System is eliminating the typing test for all of the civil service examinations. The effective date for this change is December 15, 2015. The Human Resources Office for each employer within the system will schedule civil service testing based on university/agency policies.

No Retake Required

Candidates will remain on the register ranked by your highest score on record for the following classifications.

- Admissions/Records Specialist I
- Admissions/Records Specialist II
- Office Administrator
- Office Manager
- Office Support Assistant
- Office Support Associate
- Office Support Specialist
- Patient Unit Clerk I
- Patient Unit Clerk II
- Police Telecommunicator
- Public Safety Telecommunicator

Retake Required

Retake examinations will be provided based on university/agency policies and dependent upon vacancies and other factors.

- Administrative Clerk
- Ambulatory Care Aide I
- Ambulatory Care Aide II
- Chief Clerk
- Clerical Assistant
- Clerk
- Human Resource Assistant
- Human Resource Representative
- Medical Staff Services Specialist I
- Medical Staff Services Specialist II

- Printing Production Assistant
- Routing Dispatcher I
- Routing Dispatcher II
- Staff Clerk
- Television Broadcast Equipment Operator

For additional information contact Human Resources at (309) 438-8311.