



City of Culver City

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Staff Report Details

File #: 20-1100 **Version:** 1 **Name:** Revised Class Specs and Recruitment Bulletins for Clerical Series

Type: Minute Order **Status:** Action Item

File created: 6/22/2020 **In control:** CIVIL SERVICE COMMISSION

On agenda: 9/2/2020 **Final action:**

Title: Approval of Three (3) Revised Classification Specifications and Recruitment Bulletins: Administrative Clerk, Secretary and Administrative Secretary

Sponsors:

Indexes:

Code sections:

Attachments: 1. 2020-09-02 ATT 1 Proposed Revised class spec for Administrative Clerk, 2. 2020-09-02 ATT 2 Proposed Final class spec for Administrative Clerk, 3. 2020-09-02 ATT 3 Proposed Revised class spec for Secretary.pdf, 4. 2020-09-02 ATT 4 Proposed Final class spec for Secretary.pdf, 5. 2020-09-02 ATT 5 Proposed Revised class spec for Administrative Secretary.pdf, 6. 2020-09-02 ATT 6 Proposed Final class spec for Administrative Secretary.pdf, 7. 2020-09-02 ATT 7 Proposed Revised recruitment bulletin for Clerical Series, 8. 2020-09-02 ATT 8 Proposed Final recruitment bulletin for Clerical Series

Date	Ver.	Action By	Action	Result
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