



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
ONE ASHBURTON PLACE, BOSTON, MA 02108

ANNEX A
gb #6-153.6
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DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

JAY GONZALEZ
Secretary

PAUL DIETL
Chief Human Resources Officer

COPY

August 14, 2012

Nina Galica
City of Worcester, Human Resources Department
City Hall, Room 109
455 Main Street
Worcester, MA 01608

Dear Ms. Galica,

We are in receipt of your emailed request dated July 19, 2012, requesting updated examination booklets for the following examination titles:

- Building Custodian and Senior Building Custodian
- Clerical Services I-III (including Clerk Typist, Senior Clerk Typist, Principal Clerk Typist)
- Head Clerk
- Administrative Assistant
- Account Clerk and Senior Account Clerk
- Dispatcher and Senior Dispatcher, Police
- Storekeeper
- Sanitary Inspector

With regard to the above listed examinations, we regret that we no longer have such exams available and are unable at this time to provide valid, updated examinations for the above listed titles.

Should you have any questions or concerns, please do not hesitate to contact me at (617) 727-3777, ext. 29755.

Sincerely,

Bruce T. Howard, Jr.
Director of Operations
Civil Service Unit

2012 AUG 17 10:00 AM

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CITY OF WORCESTER
HUMAN RESOURCES