

**OFFICE TECHNICIAN (GENERAL)
JOB ANALYSIS
BACKGROUND INFORMATION**

Date of Study: November 29, 2004

Collective Bargaining Identification: R04

Job Analysis Conducted By: Joy Brown, Selection Analyst
Office of Workforce Planning and Selection

Number of Incumbents: There are 2 incumbents in this classification
per Department of Corrections Filled/Vacant
Position Report dated October 2004