

BUSINESS SERVICE ASSISTANT (SPECIALIST)

**JOB ANALYSIS
BACKGROUND INFORMATION**

Date of Study: September 9 – 12, 2014

Collective Bargaining Identification: R01

Job Analysis Conducted By: Brian J. Walker, Exam Analyst, Office
Workforce Planning

Number of Incumbents: There are 35 incumbents in this classification
per the State Controller's Office Filled/Vacant
Position Report dated August 2014.