



LOOKING FOR A JOB WITH THE STATE CALIFORNIA?

The Department of Developmental Services (DDS) is giving a test for OFFICE OCCUPATIONS CLERK in Northern and Southern California.

If you take and pass this test, you will be on a list that can be used by all state departments when they want to hire people to do things like:



file papers



make copies



deliver mail



answer telephones



pack and unpack boxes



put together packets



stock supplies



keep things neat

To take this test, you must have a developmental or other intellectual disability and be in a job or training program that does things like those listed above.

If you want to take this test you must fill out and send a state application to DDS. The address is on the attached test notice. How to get a state application and simple instructions on how to fill it out are on the DDS website at www.dds.ca.gov/exam.

If you have questions call Maria at 916-322-7742.

If you need help with your application, ask a friend, family, support worker, day program or someone you trust.