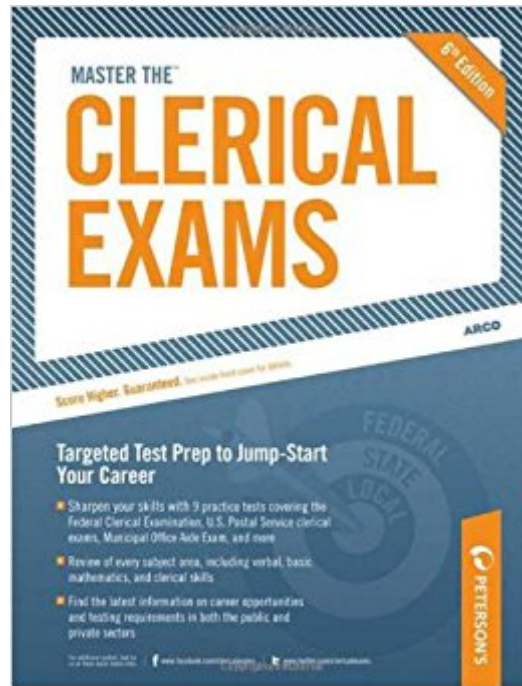


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Master The Clerical Exams



Synopsis

Clerical workers hold approximately 3.2 million jobs in the United States, according to the Bureau of Labor Statistics *Peterson's Master the Clerical Exams provides test preparation for those seeking public-and private-sector clerical positions. This essential test-prep guide includes tips on how to score high on many of the most widely used exams for jobs with federal, state and local governments; an overview of the civil service test-taking process; and subject reviews of all test areas.

Book Information

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Customer Reviews

Good book but be sure to read the fine details about which tests this book is actually good for.

Very very valuable!!!! I scored high enough on the test thanks to this study guide to get the job I wanted.

perfect

Shipped early! Helped a great deal and am using it for other exams. Thanks!

Explanations and sample tests are okay. Good reference.

Passed my civil service exam

The content inside of the book is almost identical to the New York City Clerical Aide exam.

Does not fit well on kindle fire, questions and answers cut off

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