

West Virginia Division of Personnel

ILLUSTRATION OF JOB TITLES THAT REQUIRE WRITTEN OR PERFORMANCE TESTING

Below, you'll see that Customer Service Representative requires a written test, as designated by the (W) after the job title, and that Data Entry Operator 1 and 2 require performance testing, as designated by the (P) after those job titles.

155 records found.

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Position	Emp. Type	Salary	Closing Date
<b>Customer Service Representative (W)</b>	Full-Time Permanent	\$1,706.00 - \$3,157.00 Monthly	Continuous
Requires: High School or GED, and 1 yr. related experience or college. Written test required. Clerical/public contact work involving the processing, recording and issuance of drivers' license, vehicle registration/ titles and related documents. Regular and recurring tasks requiring the applicatio...			
<b>Data Entry Operator 1 (P)</b>	Full-Time Permanent	\$1,624.00 - \$3,005.00 Monthly	Continuous
Employee rapidly and accurately transcribes alpha/numeric data from routine source documents into computer usable form by operating any of several devices; uses multiple formats as guidelines for proper entry of the data. Accessing and manipulating the data normally is not required. Shift work may...			
<b>Data Entry Operator 2 (P)</b>	Full-Time Permanent	\$1,792.00 - \$3,316.00 Monthly	Continuous
Employee rapidly and accurately transcribes alpha/numeric data from routine, complex, or rough source documents into computer usable form by operating any of several devices. Performs complex assignments such as entering detailed budgets and pay plans or data which deviates from a standard procedur...			
<b>Disability Evaluation Specialist, Traine...</b>	Full-Time Permanent	\$2,311.00 - \$4,276.00 Monthly	Continuous
(W) Evaluates data to determine eligibility for disability benefits under Titles II and XVI of the Social Security Act (SSA). Analyzes medical, psychological, vocational and other evidence utilizing knowledge of federal policies, regulatory codes, legislation, directives, court precedents or other g...			