

Civil Service Examinations File - Classified Staff	Old examinations used for the purpose of devising new testing programs. Also can include information and materials for Civil Service testing.	Active	Destroy	REF0000
Job Cards - Student	Job descriptions for campus and off-campus positions, which have been filled or are no longer offered.	Active	Destroy	REF0000
Job Description File - Classified Staff	Master file of classified job descriptions. Retained for pay-range classification purposes.	Active	Destroy	REF0000
Position Description File - Faculty	Description of current positions.	Active	Destroy	REF0000
Summer Contracts - Student	Flyers for on- and off-campus employment opportunities.	Active	Destroy	REF0000

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