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web all employees of the city of chicago must demonstrate commitment to and compliance with applicable state and federal laws and city ordinances and rules the city s ethics standards and other city policies and procedures the city of chicago will consider equivalent foreign degrees accreditations and credentials in evaluating qualifications

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web if a written federal civil service clerical test is required it will consist of two parts clerical aptitude and verbal abilities to pass the written test applicants must make a minimum score of 33 on the verbal abilities and a minimum combined total score of 80 on both the clerical and verbal parts a score of 80 converts to a numerical class title police administrative clerk city of chicago - Feb 14 2023

web class title police administrative clerk page 2 of 3 assists in the training of new personnel note the list of essential duties is not intended to be inclusive there may be other duties that are essential to particular positions within the class minimum qualifications education training and experience