SECRETARIAL – CLERICAL

Port Angeles School District No. 121
216 East Fourth Street
Port Angeles, Washington 98362-3023

1. Name _____
(Last) (First) (Middle)

2. Experience and Training:

	Number of Years Training	Number of Years Experience
Typing (__ NET WPM)		
Bookkeeping		
Office machines you operate (Please list)		
Word Processing Programs (Please list)		

3. Please list any other of your qualifications or experiences which you feel are pertinent to this position for which you are applying.