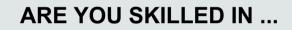


## **OFFICE TECHNICIAN** INFORMATIONAL MEETING

WEDNESDAY, JANUARY 22, 2025 AT 6 PM AND

THURSDAY, JANUARY 23, 2025 AT 10 AM



- DATA ENTRY
- CUSTOMER SERVICE 
  TIME MANAGEMENT
- MULTI-TASKING
- ORGANIZATION
- COMMUNICATION
  PROBLEM SOLVING
  - SCHEDULING
- DETAIL-ORIENTED
  ANSWERING PHONES



COME LEARN ALL ABOUT OFFICE **TECHNICIAN ROLES AT OUR FACILITY** 

GET INSIGHT ON THE APPLICATION AND EXAM PROCESS

HEAR ABOUT STATE BENEFITS AND **PROMOTIONAL OPPORTUNITIES** 

MEET SUPERVISORS AND STAFF





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