



Jackie Graham
State Personnel Director
 Alice Ann Byrne
Deputy Director

STATE OF ALABAMA

PERSONNEL DEPARTMENT

300 Folsom Administrative Building
 Montgomery, Alabama 36130-4100
 Telephone: (334) 242-3389 Fax: (334) 242-1110
 www.personnel.alabama.gov



MEMORANDUM

TO: Persons Interested in Continuous Announcements
FR: State Personnel Director
SUBJECT: Weekday Testing For:

Effective immediately the State Personnel Department will administer the written test for the below job classifications each month on a selected Friday as follows:

<u>Second Friday of the Month</u>		<u>Fourth Friday of the Month</u>	
ASA I	10196	Account Clerk	10601
ASA II	10197	ES Representative	11408
ASA III	10198	Engineering Assistant I	20111
Retirement Counselor	10875	PEDS I	21231
Health Services Administrator I	40761	Financial Support Worker	50247
Driver's License Examiner	60410	Classification Specialist	50340
Probation and Parole Officer	60901	Probation and Parole Officer	60901

Individuals wishing to take the written test on a Friday must call the State Personnel Department at **334-353-3492** to receive instructions about the testing schedule. Candidates must have an accepted application on file prior to making a reservation.

TEST CENTER SPACE FOR FRIDAY TESTING IS LIMITED SO APPLICANTS WILL BE SCHEDULED ON A FIRST CALL/FIRST SERVE BASIS. WE WILL STOP TAKING RESERVATIONS WHEN SEATING CAPACITY IS MET OR BY 10:00 A.M. SEVEN WORKING DAYS PRIOR TO TEST DATE. CANDIDATES WILL BE SENT A CARD BY MAIL AND MUST PRESENT THIS NOTIFICATION CARD AND A PICTURE IDENTIFICATION TO BE ADMITTED TO THE TEST.

Friday tests will be conducted **ONLY** at the State Personnel Department Testing Center located at the following address:
 State Personnel Test Facility
 3738 Atlanta Highway
 Montgomery AL 36109

***NOTE:** Friday testing will be offered in addition to the regular statewide testing conducted throughout the year for these job classification on Saturdays.