



STANISLAUS COUNTY

Typing Certificate Requirements (Effective 2007)

Requirements for acceptable certificates

In order to be accepted, typing certificates submitted to Stanislaus County must be printed on the letterhead from the issuing agency and **MUST** contain the following information:

- ❖ Name of Applicant
- ❖ 3 or 5 Minute Typing Test
- ❖ Number of Errors
- ❖ Date of Typing Test
- ❖ Gross Words Per Minute
- ❖ Net Words Per Minute
- ❖ Signature of Tester

Note: Typing Tests must be 3 or 5 minutes. Internet Typing Tests are NOT acceptable

Certificates required with EACH Application

A copy of the acceptable typing certificate must be submitted with each application. Typing tests are NOT maintained on file.

Certificates are good for four (4) years

Typing certificates are considered good for four (4) years from the date of issue.

Agencies issuing typing certificates

Listed on back of page.

**STANISLAUS COUNTY PERSONNEL
1010 10TH STREET, STE 2300
MODESTO, CA 95354**

(209) 525-6341

www.stancounty.com

TO OBTAIN A
VALID TYPING CERTIFICATE

CONTACT ONE OF THE FOLLOWING AGENCIES:

AGENCY	ADDRESS	PHONE #	PRICE	APPOINTMENT
AvailAbility Temps	2813 Coffee Road Modesto - Bldg A	578-1188	\$10.00 (CASH)	Appointment necessary Picture ID required.
Barrett Business Services	1521 N. Carpenter Rd, Ste #-2, Modesto	576-0322	\$10.00 (CASH)	Appointment necessary
Career Resource Center (Inside Community Services Agency Building)	251 E. Hackett Road Modesto (Family Services Entrance, 2 nd Floor)	558-3977	No Charge	No appointment necessary
Career Resource Center (Inside (E.D.D) Employment Development Department)	629 12 th Street Modesto (Lobby)	558-6142	No Charge	No appointment necessary 8:00 to 4:00
Corner Stone Staffing	900 H Street, E-1 Modesto (Turner Bldg)	579-5073	\$15.00	No appointment necessary 7:30 to 5:00
Modesto Jr. College	West Campus, 2207 Blue Gum Ave, Modesto (Yosemite Hall, #147)	575-7728	\$12.00	Appointment necessary
Pridestaff	3400 Tully Road, Ste C, Modesto	577-3663	No Charge	Appointments at 8am & 4:00pm ONLY Appointment necessary
Staff Mark	1101 Standiford Ave, Ste C-4, Modesto	341-1788	\$15.00	Appointment Preferred
Western Staff Services	1300 Sylvan Avenue Modesto	527-4040	\$10.00 (CASH)	9am - 3pm No appointment necessary

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Rev. 5/01/2008

****Information subject to change****