NDUS BROADBANDING Title Examples

5000 Band: Office Support

Positions with assignments typically associated with clerical activities or are specifically of a secretarial nature. Includes positions responsible for internal and external communications, recording and retrieval of data (other than computer programmers) and/or information and other paperwork required in an office.

5105 General Clerical
e.g., Clerk, Receptionist, Dispatcher, Coordinator

5110 Cashier
e.g., Cashier

5205 Administrative Assistance
e.g., Administrative Assistant, Coordinator, Office Manager

5210 Administrative Secretarial
e.g., Secretary, Assistant, Liaison

5215 Administrative Clerical
e.g., Clerk, Assistant, Coordinator

5220 Information Processing
e.g., Specialist, Coordinator