MichiganTech

UAW JOB POSTING MINIMUM REQUIREMENTS

Position Level	Education	Office/Clerical Experience	Basic Computer Skills	Advanced Computer Skills Required
Level 1	High School diploma or equivalent	-	1 yr. basic computing skills	-
Level 2	High School diploma or equivalent	1 yr. office/clerical experience	1 yr. basic computing skills	-
Level 3	High School diploma or equivalent	1 yr. office/clerical experience	1 yr. basic computing skills	-
Level 4	High School diploma or equivalent	2 yr. office/clerical experience	2 yr. basic computing skills	-
Level 5	High School diploma or equivalent	3 yr. office/clerical experience	3 yr. basic computing skills	Yes
Level 6	High School diploma or equivalent	4 yr. office/clerical experience	4 yr. basic computing skills	Yes
Level 7	High School diploma or equivalent	5 yr. office/clerical experience	5 yr. basic computing skills	Yes
Level 8	High School diploma or equivalent	5 yr. office/clerical experience	5 yr. basic computing skills	Yes