

THE UNIVERSITY OF BRITISH COLUMBIA

Vancouver, B. C. V6T 1W5

OFFICE OF THE DIRECTOR
ANCILLARY SERVICES
LABOUR RELATIONS
PERSONNEL

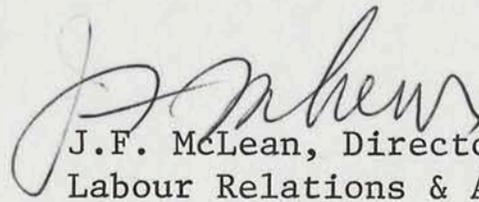
September, 1974

The President,
Association of University and
College Employees, Local No. 1
The University of British Columbia

This letter will confirm that the Job Descriptions which have been supplied to the Union for the following classifications are official University Job Descriptions:

Clerk I	Keypunch Operator I
Clerk II	Keypunch Operator II
Clerk III	Senior Keypunch Operator
Clerk IV	Keypunch Supervisor
Stenographer I	Library Assistant I
Stenographer II, Secretary II	Library Assistant II
Secretary III	Library Assistant III
Secretary IV	Library Assistant IV
	Library Assistant V

Yours truly,


J.F. McLean, Director of Personnel,
Labour Relations & Ancillary Services