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June 18, 1963

Civil Service Commission
8th and F Streets, N. W.
Washington 25, D. C.

Gentlemen:

The Psychiatric Research Foundation of Missouri in conjunction with the Missouri Institute of Psychiatry has several positions available at its newly established computer facility, electronics laboratory and pharmacology laboratory.

In order to properly fill these positions we need job descriptions, qualifications, salary ranges, and any other pertinent information regarding; computer programmers; card punch operators; digital computer system analyst; digital computer operators; electronic technicians and medical laboratory technicians.

Would you be able to supply us with the Federal standards for these job classifications to be used as guidelines?

Many thanks.

Sincerely yours,

Max Fink, M. D.
Executive Director

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