

TYPING CERTIFICATE LOCATIONS

The typing certificate submitted for an Otay Water District job posting must specify the net and gross speed, the number of errors and that the test was five minutes or longer. Otay Water District does not accept online typing certificates or typing certificates older than 12 months.

Typing certificates can be obtained from various continuing education centers located throughout the county. For your convenience, below is a list of locations that provide typing certificates. Each location has separate procedures, hours and cost. Please contact them directly for further information. If you reside outside of the San Diego county area, you may need to contact your local continuing education center to find a location near you.

Location	Phone Number	Address
Chula Vista Adult School https://cva.sweetwaterschools.org	619-796-7008	1034 Fourth Avenue, Chula Vista
Escondido Adult School https://www.escondidoadultschool.org	760-737-7800	220 W. Crest Street, Escondido
Foothills Adult School https://adultschool.guhdsd.net	619-588-3500	1550 Melody Lane, El Cajon
Grossmont College https://www.grossmont.edu	619-644-7548	8800 Grossmont College Dr., El Cajon
Poway Adult School https://powayadultschool.powayusd.com	858-668-4024	13626 Twin Peaks Road, Poway