

The complete posting can also be found on
Lakeland's LiteBlue Web Page.

Please be aware that Internet Explorer is the only supported browser for eBidding.

UNITED STATES POSTAL SERVICE NOTICE OF VACANCY IN ASSIGNMENTS

Post on the bulletin board in your station or unit for the full time of posting as shown on the notice. Please remove at the expiration of the time limit, and retain at your office for 30 days, then destroy.

CLERK & MAIL HANDLER AUGUST 2018 POSTINGS

PHONE OR WEB BIDDING IS MANDATORY FOR ALL APWU & MHU CRAFT EMPLOYEES



ANY POSITION RESTRICTED TO "IN SECTION BIDDERS" ARE ALSO
OPEN TO ANY EMPLOYEE WITH RETREAT RIGHTS TO THAT SECTION

Phone or Web Bidding must be used to bid on the assignments(s) described below. (EXCEPT for Best Qualified positions, which have separate instructions) Form 1717A will no longer be accepted for bids.

Any additional correspondence regarding bids, such as letters of applications for Best Qualified positions, must be faxed (414-287-2258), mailed, or brought to HR Local Service, Main Post Office 2nd Floor, 345 W St. Paul Ave, Milwaukee WI 53201-5020, Attn: Shelley Rome-Strong.

Under no circumstances will applications be accepted after the date specified. Any employee desiring to cancel a bid for a posted vacancy must do so no later than the date of the closing of the posting as shown below.

ALL requests for new PIN numbers – follow the instructions on second page.

Allow sufficient time to get your new PIN number through the mail. Yellow (manual) bid cards will be accepted only if BOTH the web and phone bidding systems are not working properly on the LAST DAY of the posting.

CLERK POSTING NUMBER: 178992 MAIL HANDLER POSTING NUMBER: 178921

DATE AND TIME POSTED: August 7, 2018

DATE AND TIME TO BE WITHDRAWN: Midnight, August 16, 2018

STD JOB DESCRIPTION

U.S.Postal Service

**GENERAL EXPEDITOR (P7-07)
OCCUPATION CODE: 2315-11XX****FUNCTIONAL PURPOSE:**

Arranges for the proper transfer for mail which may require the knowledge of incoming and/or outgoing schemes, transportation schedules, and receipt and dispatch information in performing mail distribution between highway contract routes, mail messengers and truck routes, and other mail units; and the separating, loading, and unloading of railway storage cars, flexi-vans and piggy-back trailers, by contractors and postal employees to ensure proper and expeditious handling.

DUTIES AND RESPONSIBILITIES:

1. Expedites the distribution and dispatch of all mails processed in the assigned work areas.
2. Coordinates the dispatch of mail from cases, registry section, and/or other areas by giving timely notice of regular and emergency dispatches to ensure expeditious handling of mail. Coordinates the movement of mails from the platform (or related receipt point) to processing areas or from cases to pouches, and pouches to dispatch points or platform.
3. Recommends changes in pouch and sack racks, pouch authorization, and work assignments as changes in distribution and dispatch schedules dictate.
4. Assists supervisor in carrying out special assignments, such as, mail volume counts, information for surveys, observing handling of selected mail matter, and other similar duties. May maintain records of mail volumes, work hours, and other record keeping; assists with on-the-job training.
5. Ensures proper labeling, timely closing, routing and dispatch of all pouches and sacks within the assigned work area; arranges for equipment.
6. Keeps informed on contract provisions for routes serving the facility such as, loading agreements, correct sized vehicles, proper protection of the mail and other special conditions. Periodically inspects contract vehicles and reports deficiencies or irregularities to supervisor.
7. Keeps informed of all scheduled arrivals and departures at the duty station, and has knowledge of the most expeditious dispatches to ensure an alternative rerouting of preferential mails due to unusual circumstances; determines whether mail should be held for alternate connections.
8. Examines outgoing and incoming vehicles to determine degree of utilization and adherence to highway safety regulations and reports irregularities to supervisor.
9. Recommends arrangements for extra trips of service when necessitated by volume or unusual circumstances.
10. Oversees the loading and unloading of storage cars, flexi- vans, piggy-back trailers, or other mail containers intended for transportation by rail when such activities are performed at the facility.
11. Maintains close contact with supervisor in the distribution and vehicle service units to assure close coordination of all mail handling operations.
12. Performs manual distribution of all classes of mail.
13. Performs other job related tasks in support of primary duties.

SUPERVISION:

Manager, Airport Mail Center/Facility or other designated supervisor.

SELECTION METHOD:

Senior Qualified

BARGAINING UNIT:

CLERK

KEY POSITION REFERENCE:

KP-0015

Doc Date: 11/02/1994

Occ Code: 2315-11XX

QUALIFICATIONS

U.S.Postal Service

**GENERAL EXPEDITOR (P7-07)
OCCUPATION CODE: 2315-11XX**

These jobs do not have national qualification standards; therefore requirements must be developed locally. These are then included in the vacancy announcement or job posting to indicate the requirements which all applicants or bidders must meet. Human Resources officials or persons handling personnel functions must keep appropriate documentation used to develop requirements for a period of 2 years from the date used for selection. The documentation may be kept in the vacancy file. (Handbook EL-312 Employment and Placement, section 727.2)

Doc Date: 08/12/2010**Occ Code: 2315-11XX**

STD JOB DESCRIPTION

U.S.Postal Service

**LEAD MAIL PROCESSING CLERK (P7-07)
OCCUPATION CODE: 2315-7153****FUNCTIONAL PURPOSE:**

Performs a variety of clerk duties required to process mail using automated mail processing equipment or manual methods of sortation and distribution. May work with or without direct supervision or as a working leader to one or more mail processing employees resolving problems that may occur during tour operations and determining when a supervisor should be involved.

DUTIES AND RESPONSIBILITIES:

1. Provides current scheme, schedule, and routing information, as required by the distribution function, to efficiently route mail and meet dispatch schedules. Makes one or more sortations of outgoing and/or incoming mail using the appropriate sort program or manual distribution scheme.
2. On a rotational basis, may perform the following duties: loads mail onto automated equipment, culling out non-processable items; enters sort plan and starts equipment; monitors flow of mail to ensure continuous feed; sweeps separated mail from bins/ stackers; and stops equipment when distribution run or operation is completed. Runs machine reports, clears jams and contacts maintenance for assistance when required.
3. Prepares work area, ensuring all necessary support equipment and materials, including labels, trays, and other containers are in place.
4. Removes sorted mail from bins or separations and places into appropriate trays or containers for further processing or dispatch based on knowledge of operating plans and dispatch schedules, or at the instruction of supervisors or expeditors; may riffle or verify mail to ensure sortation accuracy as needed.
5. Maintains a working knowledge of regulations, policies and procedures related to mail processing activities. Provides guidance to mail processing employees assigned to mail processing operations. Resolves problems that may occur during tour operations and determines when a supervisor should be involved.
6. As a working leader of mail processing employees, will cooperate with supervisor to meet established targets for identified goals. Will work to maintain efficiencies and meet dispatches based on the installation operating plan. Shifts employee in the group from one assignment to another, in accordance with the Collective Bargaining Agreement, to balance workload. Trains new employees in a specific area of specialization. Makes Supervisor approved entries to correct time and attendance records and retains required supporting documents.
7. In addition, may perform any of the following duties as needed: provides service at public window for non-financial transactions; maintains records related to mail on hand and mail processed; examines balances in advance deposit accounts; and records and bills mail requiring special service; provides services in the receipt and dispatch of express mail; distributes, weights, computes, and processes all classes and types of postage due mail; maintains accounts and records; submits reports.
8. Uses established safe work methods, procedures, and safety precautions.
9. Performs other job related tasks in support of primary duties.

SUPERVISION:

Supervisor, Distribution Operations; Supervisor, Customer Services or other designated supervisor

SELECTION METHOD:

Senior Qualified

BARGAINING UNIT:

Clerk SP-2644; KP-0013

Doc Date: 05/20/2015

Occ Code: 2315-7153

QUALIFICATIONS

U.S.Postal Service

**LEAD MAIL PROCESSING CLERK (P7-07)
OCCUPATION CODE: 2315-7153****BARGAINING UNIT QUALIFICATION STANDARD**

(2315-7153)

MAIL PROCESSING CLERK

DOCUMENT DATE: 05/04/2012**FUNCTION:**

Performs a variety of clerk duties required to process mail using mail processing equipment or manual methods of sortation and distribution. May work with or without direct supervision or as a working leader to one or more mail processing employees resolving problems that may occur during tour operations and determining when a supervisor should be involved.

DESCRIPTION OF WORK:

See the Standard Position Description for the Occupation Code given above.

REQUIREMENTS:

This section is composed of Knowledge, Skills, and Abilities (KSAs) which are required to satisfactorily perform the tasks of the position. Applicants must demonstrate that they possess a sufficient level of each KSA, to include at least minimum competency for senior-qualified positions to enable them to perform these tasks satisfactorily. The KSAs are demonstrated by successful completion of tests and specified training, unless otherwise noted. Failure to demonstrate any KSA is disqualifying.

1. Ability to provide oversight, direction and support of co-workers in the absence of a supervisor.
2. Ability to communicate orally (refers to expressing spoken ideas or facts clearly and logically when answering questions, giving instructions, and providing information).
3. Ability to perform basic mathematical computations (refers to performing basic calculations such as addition, subtraction, multiplication, and division with whole numbers).
4. Ability to identify and analyze problems by gathering information from both oral and written sources and develop an appropriate course of action to resolve the situation.
5. Ability to safely perform the duties common to the position.

EXAMINATION REQUIREMENTS:

Applicants must successfully complete Postal Service Test 473, which includes the following measures of job-related knowledge, skills, and abilities:

A. Address Checking B. Forms Completion C. Coding & Memory D. Personal Characteristics and Experience Inventory

EXPERIENCE REQUIREMENTS:

Applicants must have a minimum of one year experience in a mail processing position.

PHYSICAL REQUIREMENTS:

Applicants must be physically able to efficiently perform the duties of the position.

ADDITIONAL PROVISIONS:

Lead Mail Processing Clerks must work their assigned tour and days of work often within an industrial plant environment. Lead Mail Processing Clerks must follow Postal Service policies and procedures for personal conduct at work, including adhering to rules and regulations.

Lead Mail Processing Clerks at any time may be assigned to provide service to the public. They must maintain a neat and professional appearance and demeanor in such interactions, including wearing a uniform when required.

Doc Date: 05/04/2012

Occ Code: 2315-7153

STD JOB DESCRIPTION

U.S.Postal Service

**GENERAL CLERK (P7-06)
OCCUPATION CODE: 2340-01XX**

FUNCTIONAL PURPOSE:

Performs a variety of office clerical duties using postal knowledges or experience at a post office or installation such as a transfer office, station, AMF, etc.

DUTIES AND RESPONSIBILITIES:

1. Maintains information books, manuals, transportation schedules, directories of post offices, etc., with information furnished by Headquarters, regional office, or others such as may be found in a scheme examination program at a post office, or in compiling schedules at a truck terminal.
2. Provides routine information to the public concerning postal rates, mailing information, etc. when no other source of information is available, such as information pertaining to the examination program.
3. Adjusts minor service complaints, referring others to the appropriate superior.
4. Verifies time records, keeps records of carfare expenditures, registered, insured and C.O.D. mail, and completes such reports as required.
5. Prepares holiday, compensatory time and daily work schedules, and maintains the necessary records for leave assignments in accordance with instructions and information furnished by a supervisor.
6. Distributes mail in accordance with established schemes.
7. Corrects and maintains mailing lists, indicating the correct ZIP Code and mailing address, which requires a thorough knowledge of a primary scheme.
8. In addition, may perform but not for substantial periods of time, any of the following duties: types correspondence and memoranda from rough drafts, general information, etc.; operates copy machines; files copies of correspondence; performs duties at a public window.

SUPERVISION:

Supervisor of unit to which assigned.

SELECTION METHOD:

Senior Qualified

BARGAINING UNIT:

CLERK

KEY POSITION REFERENCE:

KP-0013

Doc Date: 11/02/1994**Occ Code: 2340-01XX**

QUALIFICATIONS

U.S.Postal Service

**GENERAL CLERK (P7-06)
OCCUPATION CODE: 2340-01XX**

BARGAINING UNIT QUALIFICATION STANDARD

Q2340v

(2340-01XX)
GENERAL CLERK**DOCUMENT DATE:** JULY 1, 2013**FUNCTION:**

Performs a variety of office clerical duties utilizing postal knowledge or experience at a post office or installation such as a transfer office, station, AMF, etc.

DESCRIPTION OF WORK:

See the Standard Position Description for the Occupation Code given above.

KNOWLEDGE, SKILLS, & ABILITIES REQUIREMENTS:

This section is composed of Knowledge, Skills, and Abilities (KSAs) which are required to satisfactorily perform the tasks of the position. Applicants must demonstrate that they possess a sufficient level of each KSA, to include at least minimum competency for senior-qualified positions to enable them to perform these tasks satisfactorily. Applicants demonstrate these levels by describing examples of experience, education, or training, any of which may be non-postal. Ratings are based on the demonstration of the level of possession of each of the KSAs. Failure to demonstrate any KSA is disqualifying.

1. Knowledge of postal regulations and procedures governing the use of mails
2. Ability to maintain records and prepare reports.
3. Ability to interpret instructions and specifications.
4. Ability to perform basic arithmetic computations.
5. Ability to analyze, explain, and apply laws, regulations, rulings, and procedures pertinent to the work to be performed.

EXAMINATION REQUIREMENTS:

Applicants must successfully complete Postal Service Test 473, which includes the following measures of job-related knowledge, skills, and abilities:

A. Address Checking B. Forms Completion C. Coding & Memory D. Personal Characteristics and Experience Inventory

PHYSICAL REQUIREMENTS:

Applicants must be able to perform the physical requirements of the position with or without reasonable accommodation.

Doc Date: 07/01/2013**Occ Code: 2340-01XX**

STD JOB DESCRIPTION

U.S.Postal Service

**BULK MAIL TECH (P7-07)
OCCUPATION CODE: 2320-28XX****FUNCTIONAL PURPOSE:**

Accepts, verifies, classifies, and computes postage on all classes of domestic and international business mail. Provides customer assistance to ensure customer understanding of postal mailing standards, mail preparation requirements and methods of presentation.

OPERATIONAL REQUIREMENTS:

NOTE: Serves as a working leader to one or more employees on a tour OR works alone for approximately 75% of the time.

DUTIES AND RESPONSIBILITIES:

1. Provides customer education including advising customers as to proper mailing procedures, business mail preparation, postage payment systems, and related requirements. Resolves customer complaints and inquiries, providing mailing options and necessary information to promote customer satisfaction.
2. Accepts and verifies all classes of business mail presented at either postal or customer facilities, as required.
3. Determines classification of all mail matter, weight, number of pieces, and computes postage and fees to be charged. Determines accuracy of postage statements. Reviews customer accounts to ensure applicable fees are paid and checks availability of sufficient deposit by customer to cover cost of mailing. Releases cleared mail to processing operations.
4. Accepts deposits and writes receipts. Maintains records of permit holders, deposits, withdrawals and miscellaneous information for all classes of business mail. Completes the necessary reports and submits as directed.
5. Utilizes a variety of business equipment for the collection, calculation, recording and reporting of all types of business mail entry data, including mail piece characteristics.
6. Conducts training on business mail preparation, requirements and procedures to internal and external customers in a variety of on and off site locations. Participates in mailer meetings. May be required to be certified and serve as an on the job instructor.
7. May assist management with duties such as scheduling, timekeeping and preparing administrative reports. May serve as liaison by keeping other employees current on present rulings, changes in rates, acceptance procedures, or other related matters.
8. May be required to accept, review, complete and process applications for all classes of mail; issue licenses and permits; notify customers of noncompliance, improper use, cancellations and revocations of licenses, permits, etc. and take appropriate action.
9. May be required to perform audits and reviews for all classes of mail, both on and off site, and take appropriate action.
10. Performs other related duties and directed. May be required to separate and distribute mail that has been accepted, and perform general business mail entry administrative duties.

SUPERVISION:

Supervisor of unit to which assigned.

SELECTION METHOD:

Senior Qualified

BARGAINING UNIT:

CLERK

KEY POSITION REFERENCE:

KP-0015

Doc Date: 03/06/2001

Occ Code: 2320-28XX

QUALIFICATIONS

U.S.Postal Service

**BULK MAIL TECH (P7-07)
OCCUPATION CODE: 2320-28XX**

BARGAINING UNIT QUALIFICATION STANDARD2345n
(2320-28XX)**BULK MAIL TECHNICIAN****DOCUMENT DATE:** MARCH 9, 2010**FUNCTION:**

Accepts, verifies, classifies, and computes postage on all classes of domestic and international business mail. Provides customer assistance to ensure customer's understanding of postal regulations, mail preparation requirements and methods of presentation.

NOTE: Serves as a working leader to one or more employees on a tour. Works alone for approximately 75 percent of the time.

DESCRIPTION OF WORK:

See the Standard Position Descriptions for the Occupation Code given above.

REQUIREMENTS:

This section is composed of Knowledge, Skills, and Abilities (KSAs) which are required to satisfactorily perform the tasks of the position. Applicants must demonstrate that they possess a sufficient level of each KSA, to include at least minimum competency for senior-qualified positions to enable them to perform these tasks satisfactorily. Applicants demonstrate these levels by describing examples of experience, education, or training, any of which may be non-postal. Ratings are based on the demonstration of the level of possession of each of the KSAs. Failure to demonstrate any KSA is disqualifying.

1. Ability to provide proactive customer service, as it relates to providing advice and/or information specific to the customer's individual mailing needs. Includes asking appropriate questions, listening to the customer and providing information or services, anticipating needs and volunteering information about changes in policies or procedures that may affect a customer's mailing.
2. Ability to communicate orally and in writing sufficient to express ideas or facts clearly and logically when answering questions, giving instructions or explaining complex postal regulations and procedures.
3. Ability to work and deal with people as it relates to interacting tactfully and respectfully with customers and coworkers. Includes dealing effectively and calmly with complaints, problems and difficult customers by exercising courtesy, etiquette and self-control at all times.
4. Ability to follow instructions, either oral or written, such as directions, instructions, equipment operating information, and directions included in forms or manuals, and applying relevant information as needed.
5. Ability to perform basic mathematical computations refers to performing basic calculations such as addition, subtraction, multiplication and division with whole numbers, fractions and decimals.
6. Ability to identify and analyze problems, including gathering necessary information and resources, evaluating and summarizing the information, and arriving at an appropriate recommendation or course of action.
7. Ability to work without immediate supervision.

8. Ability to safely perform the duties common to the position.

EXAMINATION REQUIREMENTS:

Applicants must successfully complete Postal Service Test 473, which includes the following measures of job-related knowledge, skills, and abilities:

A. Address Checking B. Forms Completion C. Coding & Memory D. Personal Characteristics and Experience Inventory

TRAINING REQUIREMENTS:

Applicants who qualify and are selected under this standard will be required to complete prescribed training satisfactorily. This includes successful completion of the introductory business mail entry course and Exam 425, and successful completion of the business mail academy and Exam 427.

PHYSICAL REQUIREMENTS:

Applicants must be physically able to lift mail sacks weighing up to 70 pounds.

ADDITIONAL PROVISIONS:

Applicants must have a valid state driver's license, and demonstrate and maintain a safe driving record. Bulk Mail Technicians may be required to work off-site.

When filled internally, this position usually involves a deferment period during which the senior bidder is provided appropriate combinations of training, testing, and practical demonstration of ability to perform in the actual position.

Bulk Mail Technicians must work their assigned tour and days of work. Bulk Mail Technicians must follow Postal Service policies and procedures for personal conduct at work, including adhering to rules and regulations.

Bulk Mail Technicians are required to provide service to the public. They must maintain a neat and professional appearance in such interactions, including wearing a uniform and name tag when required.

Doc Date: 01/01/2014

Occ Code: 2320-28XX

R0206
BC568846 Milwaukee(WI) Bld Clu
TX2TD0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 08/06/2018 07:06:36
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THE UNITED STATES POSTAL SERVICE PROVIDES REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES. IF YOU NEED A REASONABLE ACCOMMODATION FOR ANY PART OF THE APPLICATION, BIDDING, INTERVIEW, AND/OR SELECTION PROCESS, PLEASE CONTACT THE OFFICE IDENTIFIED ON THE VACANCY ANNOUNCEMENT. THE DECISION ON GRANTING REASONABLE ACCOMMODATION WILL BE ON A CASE-BY-CASE BASIS.

For retirement purposes, NTFT assignments of less than 40 hours a week are considered part-time work

Posting No: 178992 Clerk

Opening Date : 08/07/2018 Closing Date : 08/16/2018

JOB ID: 70695278 2315-11XX GENERAL EXPEDITOR KP0015 P7 07 TOUR III LDC:17 EG:1=Full Time
Bidding Vacant 01016990 ANNEX OUTG CLERKS MH T III MILWAUKEE Clerks -
PRIORITY NonHQ
ANNEX

JOB SLOT COMMENTS: EXPED-T3-WU-075 Annex Located at 7620 S 10th Street Oak Creek

QUALIFICATIONS :

SECTION: MMPA EXPEDITOR T3

WORK SCHEDULE: 1430-2300-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
14:30	23:00	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	14:30	23:00	030	14:30	23:00	030	14:30	23:00	030	14:30	23:00

POSTING COMMENTS :

VACATED BY : Aimee Woo

EMP ID: 4793

ON DATE: 08/03/2018

JOB ID: 70703006 2315-7153 LEAD MAIL PROCESSING KP0013 P7 07 TOUR III LDC:14 EG:1=Full Time
CLERK
Bidding Vacant 01016991 ANNEX DOCK TOUR III MILWAUKEE Clerks -
PRIORITY NonHQ
ANNEX

JOB SLOT COMMENTS: OUTG-T3-WU 075; 1 YEAR OF MAIL PROCESSING EXPERIENCE REQUIRED: PRINCIPAL ASSIGNMENT AREA MANUAL; ANNEX Located at 7620 S 10th Street Oak Creek

QUALIFICATIONS :

SECTION: MMPA OUTG CLK T3

WORK SCHEDULE: 1900-0330-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
19:00	03:30	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	19:00	03:30	030	19:00	03:30	030	19:00	03:30	030	19:00	03:30

POSTING COMMENTS :

VACATED BY : Karyl Lawson

EMP ID: 928

ON DATE: 07/20/2018

R0206
BC568846 Milwaukee(WI) Bld Clu
TX2TD0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 08/06/2018 07:06:36
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JOB ID: ~~95563385~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:14 EG:1=Full Time
Bidding Vacant 01016990 ANNEX OUTG CLERKS MH T III MILWAUKEE
PRIORITY
ANNEX Clerks -
NonHQ

JOB SLOT COMMENTS: OUTG-T3-WU 075 ANNEX LOCATED AT 7620 S 10TH STREET, OAK CREEK

QUALIFICATIONS :

SECTION: MMPA OUTG CLK T3

WORK SCHEDULE: 1900-0330-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
19:00	03:30	030	OFF	OFF	OFF	OFF	OFF	OFF	19:00	03:30	030	19:00	03:30	030	19:00	03:30	030	19:00	03:30	030

POSTING COMMENTS :

VACATED BY : Kent Flanders EMP ID: 3593 ON DATE: 07/20/2018

JOB ID: ~~70703007~~ 2315-7153 LEAD MAIL PROCESSING CLERK KP0013 P7 07 TOUR I LDC:13 EG:1=Full Time
Bidding Vacant 01016984 ANNEX SPBS TOUR I MILWAUKEE
PRIORITY
ANNEX Clerks -
NonHQ

JOB SLOT COMMENTS: SPBS-T1-WU 051; 1 YEAR OF MAIL PROCESSING EXPERIENCE; PRINCIPAL
ASSIGNMENT AREA: APBS; PERFORMS VARIETY OF CLERK DUTIES; WORKING LEADER
RESOLVING PROBLEMS. SEE STD JOB DESCRIPTION FOR ALL DUTIES AND
RESPONSIBILITIES

QUALIFICATIONS : SPBS DEXTERITY

SECTION: MMPA/SPBS OPRN T1

WORK SCHEDULE: 2130-0600-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
21:30	06:00	030	OFF	OFF	OFF	OFF	OFF	OFF	21:30	06:00	030	21:30	06:00	030	21:30	06:00	030	21:30	06:00	030

POSTING COMMENTS :

VACATED BY : JASON ORLANDO EMP ID: 693 ON DATE: 08/03/2018

JOB ID: ~~71170459~~ 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR I LDC:13 EG:1=Full Time
Bidding Vacant 01016984 ANNEX SPBS TOUR I MILWAUKEE
PRIORITY
ANNEX Clerks -
NonHQ

JOB SLOT COMMENTS: SPBS-T1-WU 051; Annex Located at 7620 S 10th Street, Oak Creek

QUALIFICATIONS : SPBS DEXTERITY

SECTION: MMPA/SPBS OPRN T1

WORK SCHEDULE: 2130-0600-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
21:30	06:00	030	OFF	OFF	OFF	OFF	OFF	OFF	21:30	06:00	030	21:30	06:00	030	21:30	06:00	030	21:30	06:00	030

POSTING COMMENTS :

VACATED BY : EDWARD LOPEZ EMP ID: 1832 ON DATE: 08/03/2018

R0206
BC568846 Milwaukee(WI) Bld Clu
TX2TD0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 08/06/2018 07:06:36
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JOB ID: 70455364 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR III LDC:13 EG:1=Full Time
Bidding Vacant 01016471 ANNEX SPBS TOUR III MILWAUKEE Clerks -
PRIORITY NonHQ
ANNEX

JOB SLOT COMMENTS: MMP-56-076 ANNEX LOCATED AT 7620 S 10TH STREET IN OAK CREEK VARI WORK
SCH: SA=1800-0230;TU,W,TH,F=1730-0200;NS=SU/MO; 30L

QUALIFICATIONS : SPBS DEXTERITY

SECTION: MMPA/SPBS OPRN T3

WORK SCHEDULE: 1730-0200-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
17:30	02:00	030	OFF	OFF	OFF	OFF	OFF	OFF	17:30	02:00	030	17:30	02:00	030	17:30	02:00	030	17:30	02:00	030

POSTING COMMENTS :

VACATED BY : Leon Queary

EMP ID: 9648

ON DATE: 05/14/2018

JOB ID: 95645414 2340-01XX GENERAL CLERK KP0013 P7 06 TOUR I LDC:18 EG:1=Full Time
Bidding Vacant 01016976 GENERAL CLERKS T I MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: GEN-CLK-T1-WU 164; TEST 718 required; senior bidders will be notified of
test.

QUALIFICATIONS : 718 BASIC COMPUTER SKILLS

SECTION: GEN CLK/OPRNS MP T1

WORK SCHEDULE: 2230-0700-30L-Sa-FrS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
OFF	OFF	OFF	22:30	07:00	030	22:30	07:00	030	22:30	07:00	030	22:30	07:00	030	22:30	07:00	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Deborah Rewolinski

EMP ID: 145

ON DATE: 08/03/2018

JOB ID: 71235348 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:11 EG:1=Full Time
Bidding Vacant 01019539 OCR/BCS OPERN UNIT T II MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: AUTO-T2-WU 294

QUALIFICATIONS :

SECTION: OCR/BCS/DBCS/LMLM T2

WORK SCHEDULE: 0600-1430-30L-Mo-TuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
06:00	14:30	030	06:00	14:30	030	OFF	OFF	OFF	OFF	OFF	OFF	06:00	14:30	030	06:00	14:30	030	06:00	14:30	030

POSTING COMMENTS :

VACATED BY : James Forster

EMP ID: 1285

ON DATE: 07/06/2018

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JOB ID: ~~Z1236166~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:11 EG:1=Full Time
Bidding Vacant 01019539 OCR/BCS OPERN UNIT T II MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: AUTO-T2-WU 294

QUALIFICATIONS :

SECTION: OCR/BCS/DBCS/LMLM T2

WORK SCHEDULE: 0600-1430-30L-Th-FrS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
06:00	14:30	030	06:00	14:30	030	06:00	14:30	030	06:00	14:30	030	06:00	14:30	030	OFF	OFF	OFF	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Eudella Zarate EMP ID: 1303 ON DATE: 05/31/2018

JOB ID: ~~Z1395469~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:17 EG:1=Full Time
Bidding Vacant 21080289 AUTO AFCS TOUR III MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: AUTO-T3-WU 394; Primary Job Assignment AFCS; Variable Work Schedule
1600-0030 EXCEPT SUNDAY 1400-2230.

QUALIFICATIONS :

SECTION: OCR/BCS/DBCS/LMLM T3

WORK SCHEDULE: 1600-0030-30L-Tu-WeV

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
16:00	00:30	030	14:00	22:30	030	16:00	00:30	030	OFF	OFF	OFF	OFF	OFF	OFF	16:00	00:30	030	16:00	00:30	030

POSTING COMMENTS :

VACATED BY : DENISE WARREN EMP ID: 2136 ON DATE: 06/23/2018

JOB ID: ~~Z1700823~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 21080288 AUTO WEST END TOUR III MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: AUTO-T3-WU-391

QUALIFICATIONS :

SECTION: OCR/BCS/DBCS/LMLM T3

WORK SCHEDULE: 1400-2230-30L-Sa-SuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
OFF	OFF	OFF	OFF	OFF	OFF	OFF	14:00	22:30	030	14:00	22:30	030	14:00	22:30	030	14:00	22:30	030	14:00	22:30

POSTING COMMENTS :

VACATED BY : Robert Montgomery EMP ID: 6727 ON DATE: 08/03/2018

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JOB ID: ~~70385045~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:18 EG:1=Full Time
Bidding Vacant 01016979 OUTGOING CLERKS TOUR 1 MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: OUTG-POUCH-EXP-T1 WU 182

QUALIFICATIONS :

SECTION: OUTG/POUCH & EXP T1

WORK SCHEDULE: 0000-0830-30L-Tu-WeS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
00:00	08:30	030	00:00	08:30	030	00:00	08:30	030	OFF	OFF	OFF	OFF	OFF	OFF	00:00	08:30	030	00:00	08:30	030

POSTING COMMENTS :

VACATED BY : Ruth Wallis EMP ID: 1184 ON DATE: 07/06/2018

JOB ID: ~~95555209~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:18 EG:1=Full Time
Bidding Vacant 01016794 MANUAL LOOP NIXIE PARS T III MILWAUKEE Clerks -
NonHQ

JOB SLOT COMMENTS: OUTG-POUCH-EXP-T3-WU 356

QUALIFICATIONS :

SECTION: OUTG/POUCH & EXP T3

WORK SCHEDULE: 1600-0030-30L-Sa-SuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
OFF	OFF	OFF	OFF	OFF	OFF	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030

POSTING COMMENTS :

VACATED BY : Kathleen Higgins EMP ID: 3980 ON DATE: 06/30/2018

JOB ID: ~~95638188~~ 2320-28XX BULK MAIL TECH KP0015 P7 07 LDC:79 EG:1=Full Time
Bidding Vacant 01019073 BUSINESS MAIL ACCEPTANCE LAKELAND
UNIT DISTRICT Clerks -
NonHQ

JOB SLOT COMMENTS: CORRECTED SKILLS/COMMENTS-05CL04. MUST BE CERT TO OPERATE
APPROPRIATE GOV'T VEHICLES OR PROVIDE DRIVERS LICENSE # TO
LOCAL SERVICES. SEE JOB DESCRIP & QUALS FOR FURTHER INFOR.
CMS Job Slot ID: 8464970

QUALIFICATIONS : VALID STATE DRIVER'S LICENSE

PASSENGER CAR

425 BUSINESS MAIL ENTRY PREREQ (V1.2)

427 BUSINESS MAIL ACADEMY EXAM

SECTION: BMEU T2

WORK SCHEDULE: 0845-1715-30L-Sa-SuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
OFF	OFF	OFF	OFF	OFF	OFF	08:45	17:15	030	08:45	17:15	030	08:45	17:15	030	08:45	17:15	030	08:45	17:15	030

POSTING COMMENTS :

VACATED BY : Scott Conrad EMP ID: 8040 ON DATE: 07/20/2018

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JOB ID: 71795155 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOC

Bidding Vacant 01015564 NORTH SHORE BR OPRNS UNIT NORTH SHORE Clerks -
NonHQ

JOB SLOT COMMENTS: (NSK 421) 421 SALES AND SERVICES (V3.9) Position created per Step 1 Grievance S
ettlement. #67881-17.
A copy of the grievance settlement was email to GLA May 22, 2017.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)
Z-17

SECTION:

WORK SCHEDULE: 0800-1500-60L-Su-ThS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
06:00	15:00	060	OFF	OFF	OFF	06:00	15:00	060	06:00	15:00	060	06:00	15:00	060	OFF	OFF	OFF	06:00	15:00	060

POSTING COMMENTS :

TOTAL SCHEME DEFERMENT DAYS:046

VACATED BY : Amy Ebert EMP ID: 2402 ON DATE: 08/03/2018

JOB ID: 70772819 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01015567 TEUTONIA STA OPRNS UNIT TEUTONIA Clerks -
NonHQ

JOB SLOT COMMENTS: WORK SCHEDULE (V0037335) NSD:SUN/WED
0530-1430-60L SAT/MON/TUE/THUR
0630-1530-60L FRI

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)
Z-06

SECTION: TEUTONIA

WORK SCHEDULE: 0530/0630-60L-Su-WeV

All schedules display 'service days' according to USPS policy.

Saturday		Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
05:30	14:30	060	OFF	OFF	OFF	05:30	14:30	060	05:30	14:30	060	OFF	OFF	05:30
05:30	14:30	060	OFF	OFF	OFF	05:30	14:30	060	05:30	14:30	060	06:30	15:30	060

POSTING COMMENTS :

TOTAL SCHEME DEFERMENT DAYS:022

VACATED BY : Donna Dunn EMP ID: 4926 ON DATE: 07/06/2018

R0206

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JOB ID: 70772821 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01015568 TUCKAWAY STA OPRNS UNIT TUCKAWAY Clerks -
NonHQ

JOB SLOT COMMENTS:

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0530-1430-60L-Su-TuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
05:30	14:30	060	OFF	OFF	OFF	05:30	14:30	060	OFF	OFF	OFF	05:30	14:30	060	05:30	14:30	060	05:30	14:30	060

POSTING COMMENTS :

VACATED BY : Anne Rivera-Quam EMP ID: 2775 ON DATE: 07/06/2018

JOB ID: 70767524 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01015569 WAUWATOSA BRANCH OPRNS WAUWATOSA Clerks -
UNIT NonHQ

JOB SLOT COMMENTS: W/S: SAT: 500-1400(60) MON: 600-1500(60) TUES: 0830-1730(60) WED: 700-
1600(60) FRI:1000-1900(60); NS DAYS Su/Thu
(V0038757)req. 08/01/18

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

Z-13

Z-26

SECTION: WAUWATOSA

WORK SCHEDULE:

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk

POSTING COMMENTS :

TOTAL SCHEME DEFERMENT DAYS:054

VACATED BY : Brian Ross EMP ID: 6126 ON DATE: 08/03/2018

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JOB ID: ~~70829008~~ 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01015573 WEST MILWAUKEE BRANCH WEST MILWAUKEE Clerks -
OPRNS III NonHQ

JOB SLOT COMMENTS: start time change only

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

Z-04

Z-19

SECTION: WEST MILWAUKEE

WORK SCHEDULE: 0430-1300-30L-Su-MoS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
04:30	13:00	030	OFF	OFF	OFF	OFF	OFF	OFF	04:30	13:00	030	04:30	13:00	030	04:30	13:00	030	04:30	13:00	030

POSTING COMMENTS :

TOTAL SCHEME DEFERMENT DAYS:062

VACATED BY : Sandra Leone

EMP ID: 4712

ON DATE: 08/03/2018
