

**DATE:** August 29, 2020  
**OUR REF:** DMFrancisco:dmf  
**SUBJECT: CK POSTING NOTICE #232060**

**TO:** ALL CLERKS  
PHOENIX, AZ

**PLEASE POST**

e-Job bidding can only be accessed via INTERNET EXPLORER. All other WEB BROWSERS (GOOGLE CHROME, SAFARI, FOX FIREWALL etc. . .) **are no longer compatible** with this site. Employees still have the option of bidding via the IVR (phone bidding) system and bidding via the KIOSK's (where available).

NOTE: When an INELIGIBLE message is received when attempting to bid, you MUST print out the message, and provide the printout of the ERROR MESSAGE & **contact YOUR SUPERVISOR PRIOR TO THE CLOSING DATE OF THE POSTING.** When bidding by phone and an INELIGIBLE message is received when attempting to bid, write down what the recording says, and then **contact YOUR SUPERVISOR PRIOR TO THE CLOSING DATE OF THE POSTING.**

**\*\*ALL BIDDING ISSUES NEED TO BE REPORTED PRIOR TO THE CLOSING DATE OF THE POSTING. \*\* Please include your full name, EIN, and a contact number stating the best time to reach you. Postings close at 11:59 PM Central Time on the closing date. **Please attempt to submit your bid preferences no later than 8 p.m. ARIZONA time.****

\*\*\*\*EMPLOYEES ARE NOT ELIGIBLE TO BID WHEN IN A HIGHER LEVEL/EAS STATUS\*\*\*\*

**ONLY EMPLOYEES APPEARING ON THE AWARD NOTICE WITH AN EFFECTIVE MOVEMENT DATE ARE TO MOVE TO THE NEWLY AWARDED POSITION(S).**

IF NO MOVEMENT DATE APPEARS BY THE EMPLOYEE(S) NAME, THE EMPLOYEE(S) IS NOT ELIGIBLE TO MOVE AT THIS TIME BECAUSE **THE MOVEMENT DATE IS TO BE DETERMINED.**

\*\*Please review the clarification(s) below and the attached Position Description & Qualification Standards for the LEAD positions.

## **CLARIFICATION REGARDING VARIOUS THE LEVEL 7 LEAD POSITIONS**

### **One year consecutive service**

**\* LEAD CLERKS do not supervise. They provide oversight, direction and support in the absence of Supervisory presence to bargaining unit employees, which may include other crafts.**

There are three (3) different Level 7 Lead Positions:

Lead Customer Service Clerk – CFS only – No deferment period

Lead Mail Processing Clerk – No deferment period

Lead Sales & Services Associate – YES there is a deferment period, due to the 421 Sales & Service exam, not because it is a new Lead Position.

\*All three types of lead positions are awarded “Senior Qualified”.

- The Lead Sales & Services Associate is the only Lead position that will be awarded “Senior Qualified” with a deferment period. Employees will have to pass the training requirements prior to being awarded the job with an effective movement date.
- Once an employee is awarded the job (with an effective movement date), they will move into the position. The employee will then have to demonstrate the KSA’s pertaining to that specific Job Description.

\*No 991 is involved in the bidding process for these new lead positions.

If you have any questions, please contact your supervisor.

*Dawn Marie Francisco*

Dawn Marie Francisco  
Human Resources Specialist  
Phoenix Bid Cluster

## 2320 - 0009 Position Description

### STD JOB DESCRIPTION

U.S.Postal Service

---

### LEAD SALES & SERVICES ASSOCIATE (P7-07) OCCUPATION CODE: 2320-0009

---

#### FUNCTIONAL PURPOSE:

Performs a variety of sales and customer support services for products including; stamps, stamped paper, postal cards, philatelic products, and special promotional items with or without direct supervision. May work alone or as a working leader, providing administrative and technical guidance to one or more clerks assigned to retail and post office operations.

#### OPERATIONAL REQUIREMENTS:

This position is for use in Customer Service facilities with retail operation windows.

#### DUTIES AND RESPONSIBILITIES:

1. Performs any variety of sales and customer services at a retail window such as maintaining sufficient inventory of and selling stamps, stamped paper, other retail products and services and may use a computerized system, accepting and delivering packages and accountable mail; issuing and cashing foreign and domestic postal money orders; accepting and responding to customer claims and inquiries, and providing information to the public regarding postal regulations. Rents post office boxes, receives rental payments, conducts reference checks, and completes related forms.
2. Communicates and provides administrative and technical guidance to retail and post office operations employees assigned to the unit, informing them of changes or clarifications in policies, procedures, operations, schedules, and regulations. Ensures that work is performed efficiently.
3. Forecasts and maintains a separate stamped inventory to fill requisitions submitted by other retail clerks assigned to the offices.
4. Prepares a local bank deposit and/or a consolidated funds bank deposit. Prepares and maintains unit accounting records of retail activities.
5. Conducts or witnesses transfers of fixed credits between employees as required, assisting in the physical count of stock. Reviews fixed credits periodically and recommends adjustments if necessary. Examines and ensures the integrity of security containers assigned to employees for the storing of their fixed credit and reports lack of conformity with security regulations.
6. Conducts product inventories by counting items on hand; accounts for items on display; and verifies and records sales floor inventory and shrinkage. Brings inventory discrepancies and shrinkage reports to the attention of the appropriate supervisory presence. Maintains an adequate supply of materials required for the operation of a retail office.
7. Processes and/or accepts and verifies applications for redeemed stamps and stamped paper. Prepares and submits necessary stock for destruction.

8. Instructs and advises individual employees in correct financial and retail sales procedures.
9. In accordance with the directives of the supervisory presence, plans, directs, organizes and monitors retail related programs/ projects and the work of people to meet unit goals, including coordinating and scheduling work hours. Supplies leadership necessary to secure a customer friendly environment, encourages professional appearance and work habits to accomplish effective and pleasant customer relationships. Makes Supervisor approved entries to correct time and attendance records and retains required supporting documents.
10. Provides product and service information to customers, including informing customers regarding special offers and the layout of the store; refers customers to sales and promotional programs by promoting products based on customer needs. Answers customer inquiries.
11. Maintains appearance of store by setting, arranging, and replenishing displays and merchandise racks; ensures display and selling areas, work stations, and storage areas are presentable to customers. Checks and maintains post office self service kiosk. 12. Trains new employees to ensure quality service. 13. Maintains records, files and submits reports, as assigned. 14. May verify presort and bulk mailings of all classifications; computing and maintaining on a current basis mailers' credit balances. 15. In addition, may assign and clear accountable items and distribute mail as required. 16. Performs other duties as assigned.

**SUPERVISION:**

Supervisor, Customer Services or other designated supervisor

**SELECTION METHOD:**

Senior Qualified

**BARGAINING UNIT:**

Clerk

---

**Doc Date: 05/18/2013**

**Occ Code: 2320-0009**

---

**LEAD SALES & SERVICES ASSOCIATE (P7-07)**  
**OCCUPATION CODE: 2320-0009**

---

**BARGAINING UNIT QUALIFICATION STANDARD**

(2320-0009)

LEAD SALES &amp; SERVICES ASSOCIATE

**DOCUMENT DATE:** September 28, 2019**FUNCTION:**

Performs a variety of sales and customer support services for products including stamps, stamped paper, postal cards, philatelic products, and special promotional items; with or without direct supervision. May work alone or provide administrative and technical direction to one or more clerks assigned to retail and post office operations.

**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 sell products and services, includes providing timely and courteous customer service, matching products and services to customer needs, providing product information, creating/maintaining an aesthetically pleasing retail environment and completing sales transactions.
2. Ability to work and transact business with people sufficient to work cooperatively and interact positively with customers, co-workers, as well as analyzing and responding appropriately to unique customer or coworker situations. This includes exercising courtesy and self-control to provide good appropriate customer service in order to accomplish established goals of the functional area.
3. Ability to provide oversight, direction, and support of co-workers in the absence of a supervisor.
4. Ability to communicate orally refers to expressing spoken ideas or facts clearly and logically when answering questions, giving instructions, and providing information.
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. Knowledge of financial procedures such as the terminology, materials, techniques, and procedures used in maintaining accurate records of disbursements, receipts and other financial information and loss prevention.
7. Ability to follow instructions refers to comprehending and executing either spoken or written instructions or directions sufficient to perform work assignments, follow procedural directions or instructions either with or without direct supervision.
8. 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.

9. Ability to coordinate, open and close, and operate a retail postal unit. This includes planning and organizing the work of a small group of employees to achieve unit goals.

10. Ability to use technology-based business equipment, such as calculation equipment or computers sufficient to process customer transactions, input data, and produce numeric and written reports.

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

**EXAMINATION REQUIREMENTS:**

Applicants must successfully complete the Virtual Entry Assessment CS (477) **EXPERIENCE REQUIREMENTS:**

Applicants must have a minimum of one year of experience in a window position (window clerk, distribution and window clerk, distribution, window and markup clerk, sales and services associate, sales, services and distribution associate) providing a comprehensive knowledge of postal regulations, rulings, policy, and procedures relating to window work.

**TRAINING REQUIREMENTS:**

Applicants who qualify and are selected under this standard will be required to complete prescribed training satisfactorily.

**PHYSICAL REQUIREMENTS:**

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

**ADDITIONAL PROVISIONS:**

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.

Lead Sales & Services Associates must work their assigned tour and days of work. Lead Sales & Services Associates must follow Postal Service policies and procedures for personal conduct at work, including adhering to rules and regulations.

Lead Sales & Services Associates 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.

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 1 of 11

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: 232060 Clerk Opening Date : 08/29/2020 Closing Date : 09/07/2020

JOB ID:72312817 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:11 EG:1=Full Time  
Bidding Vacant 01019286 AUTOMATION TOUR - II PHOENIX 298 Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/LTR TRAY STORAGE P&DC; EXPRESS MAIL P&DC \*\*\*HEAVY LIFTING REQUIRED\*\*\*; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF, AND NON-PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 893-98. (72312817/298 was created to replace job 72145182/198)

QUALIFICATIONS :

SECTION:

WORK SCHEDULE: 0400-1230-30L-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			
04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	04:00	12:30	030	04:00	12:30	030

POSTING COMMENTS :

VACATED BY : Demetrius Perry EMP ID: 523 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID:72413039 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:11 EG:1=Full Time  
Bidding Newly Established 01019286 AUTOMATION TOUR - II PHOENIX 298 Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/LTR TRAY STORAGE P&DC; REGISTRY RELIEF \*\*\*HEAVY LIFTING\*\*\*EXPRESS MAIL P&DC \*\*\*HEAVY LIFTING REQUIRED\*\*\*; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF, AND NON-PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 893-98. NEWLY CREATED POSITION TO REPLACE REVERTED POSITION 7199525 7/269

QUALIFICATIONS :

SECTION:

WORK SCHEDULE: 0400-1230-30L-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	04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : EMP ID: ON DATE:

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 2 of 11

JOB ID: 71623329 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/ LTR TRAY STORAGE P&DC ; MANUAL  
OUTGOING LETTER PRIMARY, SECONDARY, STATE , SCF, AND NON-PREF  
DISTRIBUTION; MAIN OFFICE BOX SECTION; OTHER DUTIES AS ASSIGNED. TACS:  
918-72

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-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			
12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : Charles Portwood EMP ID: 5140 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 71847817 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time  
Bidding Vacant 01019279 AUTOMATION TOUR - I PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL  
OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF  
DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED.  
TACS: 918-92. (TOUR 1 JOBS ARE POSTED IN TOUR DAYS: WED NIGHT OFF FOR  
THURSDAY & THU NIGHT OFF FOR FRIDAY)

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 2030-0500-30L-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			
20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : OCTAVIO RIZO EMP ID: 915 ON DATE: 08/28/2020

\*\*\*\*\*



R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 3 of 11

JOB ID: 71847944 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time  
Bidding Vacant 01019279 AUTOMATION TOUR - I PHOENIX 198 Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 918-93. (Tour 1 jobs are posted in TOUR DAYS: WED night off for THURSDAY & THU night off for FRIDAY.)

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : BRITTNEY COMSTOCK EMP ID: 3911 ON DATE: 08/28/2020

JOB ID: 71847959 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time  
Bidding Vacant 01019279 AUTOMATION TOUR - I PHOENIX 198 Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 918-93. (Tour 1 jobs are posted in TOUR DAYS: FRI night off for Saturday & SAT night off for Sunday.)

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 2030-0500-30L-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
OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : NICHOLAS VAN DYKE EMP ID: 59 ON DATE: 08/28/2020

JOB ID: 72000966 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/LTR TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF, AND NON-PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 918-93

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-We-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
12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : STARLING BARNES EMP ID: 1593 ON DATE: 08/14/2020

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 4 of 11

JOB ID: 72145179 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time  
Bidding Vacant 01019279 AUTOMATION TOUR - I PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 918-xx. (Tour 1 jobs are posted in TOUR DAYS: MON night off for Tuesday & TUE night off for Wednesday.)

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : SHERECE LUCAS EMP ID: 353 ON DATE: 08/28/2020  
\*\*\*\*\*

JOB ID: 72145184 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/LTR TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF, & NON-PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 918-96.

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1800-0230-30L-We-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
18:00	02:30	030	18:00	02:30	030	18:00	02:30	030	18:00	02:30	030	OFF	OFF	OFF	OFF	OFF	OFF	18:00	02:30	030

POSTING COMMENTS :

VACATED BY : JEFFREY FALCON EMP ID: 2007 ON DATE: 08/28/2020  
\*\*\*\*\*

JOB ID: 72145185 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. TACS: 893-93.

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-We-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
12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : BRAD WEEKLEY EMP ID: 3924 ON DATE: 08/28/2020  
\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 5 of 11

JOB ID: 72145187 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks -  
NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL  
OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF  
DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED.  
TACS: 893-xx.

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-We-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
12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : ANGELA MITCHELL EMP ID: 1499 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 72145189 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks -  
NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; MANUAL  
OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF AND NON PREF  
DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED.  
TACS: 893-93.

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-We-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
12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : PAULINE ENRIQUEZ EMP ID: 2576 ON DATE: 08/28/2020

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 6 of 11

JOB ID: 95664685 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time  
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX Clerks - NonHQ

JOB SLOT COMMENTS: DIOSS/DBCS/LMLM/TABBING MACHINES/LTR TRAY STORAGE P&DC; MANUAL OUTGOING LETTER PRIMARY, SECONDARY, STATE, SCF, AND NON-PREF DISTRIBUTION; MAIN OFFICE BOX SECTION; AND OTHER DUTIES AS ASSIGNED. RELIEF EXPEDITOR GENERAL & DOCK. WILL ASSUME HOURS AND DAYS OFF OF PERSON RELIEVING. (WILL RECEIVE HIGHER LEVEL WHEN PERFORMING EXPEDITOR DUTIES). TACS: 893-93. WORK AREA: 393

QUALIFICATIONS :  
SECTION: DBCIOSLMTABLTRTRYSTO  
WORK SCHEDULE: 1200-2030-30L-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	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Julie Vazquez EMP ID: 6562 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 70799514 2320-28XX BULK MAIL TECH KP0015 P7 07 TOUR III LDC:79 EG:1=Full Time  
Bidding Vacant 01018391 BUSINESS MAIL ENTRY SVCS ARIZONA Clerks - NonHQ  
UNIT DISTRICT

JOB SLOT COMMENTS: SENIOR BIDDER IS REQUIRED TO ATTEND A 2 WEEK BUSINESS MAIL ACADEMY COURSE IN NORMAN, OK. & COMPLETE THE 427 BUSINESS MAIL ACADEMY EXAM. 2 HOURS SELF STUDY FOLLOWED BY TEST 425 BULK MAIL/MATH. WHEN ASSIGNED TO DETACHED MAIL UNIT, WILL ASSUME HOURS OF INDIVIDUAL UNIT. MUST BE ABLE TO ANSWER PHONE INQUIRES, WORK WITH CUSTOMERS IN A PROFESSIONAL MANNER, & INPUT COMPUTER DATA. \*\*HEAVY LIFTING/PROLONGED STANDING REQUIRED\*\*; AND OTHER DUTIES AS ASSIGNED. TACS: 550-16. (70799514 is posted with a VARIABLE Work Schedule: SAT 1000-1830-30L; TUE-FRI 1200-2030-30L; with SUN/MON off.)

QUALIFICATIONS : VALID STATE DRIVER'S LICENSE  
PASSENGER CAR  
425 BUSINESS MAIL ENTRY PREREQ (V1.2)  
427 BUSINESS MAIL ACADEMY EXAM

SECTION:  
WORK SCHEDULE: 1200/1000-30L-Su-MoV

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
10:00	18:30	030	OFF	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : Paul Mellmann EMP ID: 3185 ON DATE: 07/31/2020

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 7 of 11

JOB ID: 95560685 2320-28XX BULK MAIL TECH KP0015 P7 07 TOUR II LDC:79 EG:1=Full Time  
Bidding Vacant 01018391 BUSINESS MAIL ENTRY SVCS ARIZONA 415 Clerks -  
UNIT DISTRICT NonHQ

JOB SLOT COMMENTS: SENIOR BIDDER IS REQUIRED TO ATTEND A 2 WEEK BUSINESS MAIL ACADEMY COURSE IN NORMAN, OK. & COMPLETE THE 427 BUSINESS MAIL ACADEMY EXAM. 2 HOURS SELF STUDY FOLLOWED BY TEST 425 BULK MAIL/MATH. WHEN ASSIGNED TO DETACHED MAIL UNIT, WILL ASSUME HOURS OF INDIVIDUAL UNIT. MUST BE ABLE TO ANSWER PHONE INQUIRES, WORK WITH CUSTOMERS IN A PROFESSIONAL MANNER, & INPUT COMPUTER DATA. \*\*HEAVY LIFTING/PROLONGED STANDING REQUIRED\*\*;  
AND OTHER DUTIES AS ASSIGNED. TACS: 550-15.

QUALIFICATIONS : VALID STATE DRIVER'S LICENSE  
PASSENGER CAR  
425 BUSINESS MAIL ENTRY PREREQ (V1.2)  
427 BUSINESS MAIL ACADEMY EXAM

SECTION: BMEU

WORK SCHEDULE: 1000-1830-30L-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
OFF	OFF	OFF	OFF	OFF	OFF	10:00	18:30	030	10:00	18:30	030	10:00	18:30	030	10:00	18:30	030

POSTING COMMENTS :

VACATED BY : Mark Meyer EMP ID: 1582 ON DATE: 06/30/2020

\*\*\*\*\*

JOB ID: 72139219 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR I LDC:13 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 153 Clerks -  
NonHQ

JOB SLOT COMMENTS: MONDAY).WORK AREA 153. SPBS/APBS/SPSS - WVL&DC; MANUAL OPERATIONS - WVL&DC; EXPEDITOR RELIEF\*\*\*HEAVY LIFTING REQUIRED\*\*\* (WILL RECEIVE H/L PAY WHEN PERFORMING EXPEDITOR DUTIES); AND OTHER DUTIES AS ASSIGNED.  
TACS: 138-53. (TOUR 1 JOBS ARE POSTED IN TOUR DAYS: SAT NIGHT OFF FOR SUNDAY & SUN NIGHT OFF FOR MONDAY

QUALIFICATIONS :

SECTION:

WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : AMANDA SAYLOR EMP ID: 9030 ON DATE: 05/31/2020

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 8 of 11

JOB ID: 71296118 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 107 Clerks - NonHQ

JOB SLOT COMMENTS: JOB COMMENTS TO READ: AFSM 100 FLATS OPERATIONS, FSM MAZE/FSS; AFSM/FSS  
MANUAL FLATS; AND OTHER DUTIES AS ASSIGNED. TACS: 403-07. (Tour 1 jobs  
are now posted in TOUR DAYS: SUN night off for Monday & MON night off  
for Tuesday.)

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : CAILEE FERNANDEZ EMP ID: 396 ON DATE: 08/28/2020  
HARMER

\*\*\*\*\*

JOB ID: 71585156 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 107 Clerks - NonHQ

JOB SLOT COMMENTS: AFSM 100 FLATS OPERATIONS, FSM MAZE/FSS; AFSM/FSS MANUAL FLATS; AND  
OTHER DUTIES AS ASSIGNED. TACS: 406-07. (Tour 1 jobs are posted in TOUR  
DAYS: FRI night off for Saturday & THU night off for Friday.)

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 2030-0500-30L-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	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Cleo Dichoso EMP ID: 31 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 71973620 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 107 Clerks - NonHQ

JOB SLOT COMMENTS: AFSM 100 FLATS OPERATIONS, FSM MAZE/FSS; AFSM/FSS MANUAL FLATS; AND  
OTHER DUTIES AS ASSIGNED. TACS: 406-07. (TOUR 1 JOBS ARE NOW POSTED IN  
TOUR DAYS: SUN NIGHT OFF FOR MONDAY & MON NIGHT OFF FOR TUESDAY.)

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : PEARL YAZZIE EMP ID: 1569 ON DATE: 07/31/2020

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 9 of 11

JOB ID: 95654329 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 307 Clerks - NonHQ

JOB SLOT COMMENTS: AFSM 100 FLATS OPERATIONS, FSM MAZE/FSS; AFSM/FSS MANUAL FLATS; AND OTHER DUTIES AS ASSIGNED. TACS: 403-07

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 1205-2035-30L-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
12:05 20:35 030	12:05 20:35 030	12:05 20:35 030	OFF OFF OFF	OFF OFF OFF	OFF OFF OFF	12:05 20:35 030

POSTING COMMENTS :

VACATED BY : Greg Kral EMP ID: 6371 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 95714590 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 307 Clerks - NonHQ

JOB SLOT COMMENTS: AFSM 100 FLATS OPERATIONS, FSM MAZE, FSS; AFSM/FSS MANUAL; AND OTHER AS ASSIGNED. TACS: 403-07

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 1205-2035-30L-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	12:05 20:35 030	12:05 20:35 030	12:05 20:35 030	12:05 20:35 030	12:05 20:35 030

POSTING COMMENTS :

VACATED BY : James Schlink EMP ID: 209 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 95874612 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:12 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 307 Clerks - NonHQ

JOB SLOT COMMENTS: AFSM 100 FLATS OPERATIONS, FSM MAZE/FSS; AFSM/FSS MANUAL FLATS; AND OTHER DUTIES AS ASSIGNED. TACS: 403-07.

QUALIFICATIONS :  
SECTION: AFSM100/MAZE/FSS  
WORK SCHEDULE: 1205-2035-30L-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
12:05 20:35 030	12:05 20:35 030	OFF OFF OFF	OFF OFF OFF	OFF OFF OFF	12:05 20:35 030	12:05 20:35 030

POSTING COMMENTS :

VACATED BY : TAMMY ANGULO EMP ID: 310 ON DATE: 08/28/2020

\*\*\*\*\*

R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 10 of 11

JOB ID: 71849874 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:14 EG:1=Full Time  
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY Clerks -  
NonHQ

JOB SLOT COMMENTS: MANUAL OPERATIONS - WVLD&DC; EXPEDITOR RELIEF. (WILL RECEIVE H/L PAY WHEN  
PERFORMING EXPEDITOR DUTIES); AND OTHER DUTIES AS ASSIGNED. TACS: 321-  
52. (Tour 1 jobs are posted in TOUR DAYS: SAT night off for Sunday &  
SUN night off for Monday.) WORK AREA: 152

QUALIFICATIONS :  
SECTION: WVLDCCMAN  
WORK SCHEDULE: 2030-0500-30L-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
20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : Patty Chan EMP ID: 861 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 95870540 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time  
ASSOC  
Bidding Vacant 01018246 CACTUS RETAIL/DISTRIBUTION CACTUS 032 Clerks -  
NonHQ

JOB SLOT COMMENTS: WINDOW; DISTRIBUTION \*\*\*HEAVY LIFTING REQUIRED\*\*\*; AND OTHER DUTIES AS  
ASSIGNED. TACS: 355-32.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)  
SECTION: EASTA  
WORK SCHEDULE: 0700-1600-60L-Su-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
07:00	16:00	060	OFF	OFF	OFF	07:00	16:00	060	07:00	16:00	060	OFF	OFF	OFF	07:00	16:00	060	07:00	16:00	060

POSTING COMMENTS :

VACATED BY : MARY JANE DILTS EMP ID: 2014 ON DATE: 08/28/2020

\*\*\*\*\*

JOB ID: 70806364 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time  
ASSOC  
Bidding Reposted 01018305 SIERRA ADOBE SIERRA 027 Clerks -  
RETAIL/DISTRIBUTION ADOBE NonHQ

JOB SLOT COMMENTS: WINDOW; DISTRIBUTION \*\*\*HEAVY LIFTING REQUIRED\*\*\*; AND OTHER DUTIES AS  
ASSIGNED. TACS: 355-27.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)  
SECTION: EASTA  
WORK SCHEDULE: 0845-1715-30L-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
08:45	17:15	030	OFF	OFF	OFF	08:45	17:15	030	OFF	OFF	OFF	08:45	17:15	030	08:45	17:15	030	08:45	17:15	030

POSTING COMMENTS :

VACATED BY : JANE VOLKER EMP ID: 3252 ON DATE: 08/28/2020

\*\*\*\*\*



R0206  
BC036364 Phoenix(AZ) Bid Clust  
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS  
VACANCY NOTICE

REQUESTED: 08/28/2020 13:50:19  
Page: 11 of 11

JOB ID: 95608372 2320-0009 LEAD SALES & SERVICES KP0013 P7 07 TOUR II LDC:45 EG:1=Full Time  
ASSOCIATE

Bidding Vacant 01018236 SUNNYSLOPE RETAIL/DISTRIBUTION SUNNYSLOPE 020 Clerks - NonHQ

JOB SLOT COMMENTS: (SEE ATTACHED POSITION DESCRIPTION AND QUALIFICATION STANDARDS)  
APPLICANT MUST HAVE A MINIMUM OF 1 YEAR EXPERIENCE AS A WINDOW CLERK.  
TACS: 355-20

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 0930-1830-60L-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	09:30	18:30	060	09:30	18:30	060	09:30	18:30	060	09:30	18:30	060	09:30	18:30	060

POSTING COMMENTS :

VACATED BY : Michelle Chavez EMP ID: 5293 ON DATE: 07/31/2020

\*\*\*\*\*

JOB ID: 95543172 2340-0033 MARKUP CLERK - AUTOMATED P7 06 TOUR II LDC:49 EG:1=Full Time

Bidding Vacant 00001091 COMPUTERIZED MAIL FORWARDING TOUR-II RIO SALADO 047 Clerks - NonHQ

JOB SLOT COMMENTS: CFS. TACS: 797-47

QUALIFICATIONS :

SECTION: CFS

WORK SCHEDULE: 0800-1630-30L-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
08:00	16:30	030	OFF	OFF	OFF	OFF	OFF	OFF	08:00	16:30	030	08:00	16:30	030	08:00	16:30	030	08:00	16:30	030

POSTING COMMENTS :

VACATED BY : Susan Vail EMP ID: 6052 ON DATE: 08/28/2020

\*\*\*\*\*