

DATE: February 13, 2021

OUR REF: DMFrancisco:dmf

SUBJECT: FTR CLERK POSTING NOTICE #244020

PLEASE POST

TO: ALL FTR CLERKS IN THE PHOENIX BID CLUSTER.

SSDA job 70772594 is posted with variable schedule **0630/1100/0830-30L-Su-TuV** – as indicated in the Job Slot Comments.

GEN CK relief SPBS/APBS/SPSS job 71973851 is posted with variable schedule **0800/0400-30L-We-ThV**. – as indicated in the Job Slot Comments.

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

ALL BIDDING ISSUES MUST 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.**

When an INELIGIBLE message is received when attempting to bid, you MUST provide the ERROR MESSAGE TO **YOUR SUPERVISOR PRIOR TO THE CLOSING DATE OF THE POSTING.**

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).

**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

2315 - 7153 Position Description

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

Doc Date: 05/18/2013

Occ Code: 2315-7153

2315 - 7153 Position Requirements

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

R0206
BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 02/11/2021 13:47:07
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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: 244020 Clerk Opening Date : 02/13/2021 Closing Date : 02/22/2021

JOB ID: ~~71104841~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:17 EG:1=Full Time
Bidding Vacant 01019346 ORIGINATING MAIL PREP TOUR - PHOENIX 301 Clerks -
III NonHQ

JOB SLOT COMMENTS: AFCS-200; 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: 004-01.

QUALIFICATIONS :

SECTION: AFCS-200

WORK SCHEDULE: 1700-0130-30L-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			
17:00	01:30	030	17:00	01:30	030	17:00	01:30	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	17:00	01:30	030	17:00	01:30	030

POSTING COMMENTS :

VACATED BY : Donna Alizio EMP ID: 1109 ON DATE: 02/12/2021

JOB ID: ~~71336869~~ 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.###
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QUALIFICATIONS :

SECTION: DBCIOSLMTABLTRTRYSTO

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 : Priscilla Valdez EMP ID: 2869 ON DATE: 01/18/2021

R0206
BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 71337046 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: 893-90.

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			
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 : LONDA CHIEF EMP ID: 7885 ON DATE: 02/12/2021

JOB ID: 71623336 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX 398 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.

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		
12:00	20:30	030	12:00	20:30	030	OFF	OFF	OFF	OFF	OFF	12:00	20:30	030	12:00	20:30	030	12:00	20:30	030

POSTING COMMENTS :

VACATED BY : THEODORE OWENS EMP ID: 347 ON DATE: 02/12/2021

JOB ID: 71847312 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: 918-98. (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
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

POSTING COMMENTS :

VACATED BY : CELINA LOPEZ EMP ID: 9848 ON DATE: 02/12/2021

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BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 71847926 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: 918-91. (Tour 1 jobs are posted in TOUR DAYS: SAT night off for
Sunday & SUN night off for Monday.)

QUALIFICATIONS :
SECTION: DBCIOSLMTABLRTRYSTO
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 : SHERECE LUCAS EMP ID: 353 ON DATE: 02/12/2021

JOB ID: 71847944 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time
Bidding Reposted 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: 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 : MATEKA HILLIARD EMP ID: 9428 ON DATE: 02/12/2021

R0206
BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 71847947 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time
Bidding Reposted 01019279 AUTOMATION TOUR - I PHOENIX 190 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: 918-91. (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 : DONOVAN SIMMONS EMP ID: 9635 ON DATE: 02/12/2021

JOB ID: 71847951 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time
Bidding Reposted 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: 918-93. (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 : PARAMJIT JUTLA EMP ID: 7611 ON DATE: 02/12/2021

R0206
BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 72046687 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01019343 AUTOMATION TOUR - III PHOENIX 398 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. JOB
WAS CREATED TO REPLACE JOB 95782067

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 : LOLITA JONES EMP ID: 1708 ON DATE: 02/12/2021

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 : GAVIN FREIWALD EMP ID: 7862 ON DATE: 02/12/2021

JOB ID: 72145191 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

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 : PO KONGSUWAN EMP ID: 7851 ON DATE: 02/12/2021

R0206
BC036364 Phoenix(AZ) Bid Clust
BNM5K0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

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JOB ID: ~~95856553~~ 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 WHEN PERFORMING EXPEDITOR DUTIES). TACS: 918-90

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

POSTING COMMENTS :
VACATED BY : Julie Vazquez EMP ID: 6562 ON DATE: 02/12/2021

JOB ID: ~~71386047~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:14 EG:1=Full Time
Bidding Vacant 01019347 MANUAL OPERATIONS TOUR - III PHOENIX 369 Clerks - NonHQ

JOB SLOT COMMENTS: MAIN OFFICE BOX SECTION ***HEAVY LIFTING REQUIRED***; DIOSS/DBCS/LMLM/TABBING MACHINE/LETTER TRAY STORAGE P&DC; AND OTHER DUTIES AS ASSIGNED. TACS: 168-69.

QUALIFICATIONS :
SECTION: MOB
WORK SCHEDULE: 1930-0400-30L-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
19:30	04:00	030	19:30	04:00	030	19:30	04:00	030	19:30	04:00	030	OFF	OFF	OFF	OFF	OFF	OFF	19:30	04:00	030

POSTING COMMENTS :
VACATED BY : ANTHONY SMITH EMP ID: 9578 ON DATE: 01/29/2021

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 : KEVIN LABONTE EMP ID: 1048 ON DATE: 02/12/2021

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HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 71973622 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		
20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :
VACATED BY : STEPHEN Cooke EMP ID: 1782 ON DATE: 02/12/2021

JOB ID: 71973776 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: MON night off for Tuesday & TUE night off for Wednesday.)@
Backdated Separation processed by HRSSC on 01/26/2021, effective
01/02/2021.

QUALIFICATIONS :
SECTION: AFSM100/MAZE/FSS
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		
20:30	05:00	030	20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :
VACATED BY : Linda Barnes EMP ID: 2757 ON DATE: 01/01/2021

JOB ID: 71973790 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: 406-07.

QUALIFICATIONS :
SECTION: AFSM100/MAZE/FSS
WORK SCHEDULE: 1205-2035-30L-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			
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	OFF	OFF	OFF

POSTING COMMENTS :
VACATED BY : Joseph Randall EMP ID: 8627 ON DATE: 02/12/2021

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HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: ~~95815130~~ 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 OT
HER DUTIES AS ASSIGNED. TACS: 406-07. (Tour 1 jobs are now posted in
TOUR DAYS: THU night off for FRIDAY & FRI night off for SATURDAY.)\n

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 OFF OFF OFF	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk OFF OFF OFF

POSTING COMMENTS :
VACATED BY : MARIA ANGUS EMP ID: 7872 ON DATE: 02/12/2021

JOB ID: ~~95825406~~ 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: 403-07. (Tour 1 jobs are posted in TOUR
DAYS: MON night off for Tuesday & TUE night off for Wednesday.)\n

QUALIFICATIONS :
SECTION: AFSM100/MAZE/FSS
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 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk OFF OFF OFF	From To Brk OFF OFF OFF	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030

POSTING COMMENTS :
VACATED BY : ANTHONY KINTSCHER EMP ID: 4178 ON DATE: 02/12/2021

JOB ID: ~~71849916~~ 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR I LDC:13 EG:1=Full Time
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 151 Clerks -
NonHQ

JOB SLOT COMMENTS: 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: 138-51 (Tour 1
jobs are posted in TOUR DAYS: SAT night off for Sunday & SUN night off
for Monday).

QUALIFICATIONS :
SECTION: SPBS/APBS/SPSS-WVLDC
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 20:30 05:00 030	From To Brk OFF OFF OFF	From To Brk OFF OFF OFF	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030	From To Brk 20:30 05:00 030

POSTING COMMENTS :
VACATED BY : Bethany Chadwick EMP ID: 9087 ON DATE: 02/12/2021

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JOB ID: 71973851 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR II LDC:13 EG:1=Full Time
Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY 251 Clerks -
NonHQ

JOB SLOT COMMENTS: SPBS/APBS/SPSS - WVL&DC; MANUAL OPERATIONS - WVL&DC ***HEAVY LIFTING
REQUIRED***; GENERAL CLERK RELIEF; EXPEDITOR RELIEF (WILL RECEIVE H/L
PAY WHEN PERFORMING EXPEDITOR DUTIES) AND OTHER DUTIES AS ASSIGNED.
TACS: 439-51. SAT/SUN 0800-1630-30L; MON/TUE/FRI 0400-1230-30L with
WED/THU off. V0041919

QUALIFICATIONS : 718 BASIC COMPUTER SKILLS
SECTION: SPBS/APBS/SPSS-WVLDC
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

POSTING COMMENTS :

VACATED BY : Gigi Brown EMP ID: 9223 ON DATE: 01/29/2021

JOB ID: 71849863 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 - WVL&DC ***HEAVY LIFTING REQUIRED***; EXPEDITOR
RELIEF (WILL RECEIVE H/L WHEN PERFORMING EXPEDITOR DUTIES); AND OTHER
DUTIES AS ASSIGNED. TACS: 321-52. (Tour 1 jobs are posted in TOUR DAYS:
SUN night off for Monday & MON night off for Tuesday.)
Work Area: 152.

QUALIFICATIONS :
SECTION: WVLDCMAN
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		
20:30	05:00	030	20:30	05:00	030	OFF	OFF	OFF	OFF	OFF	20:30	05:00	030	20:30	05:00	030

POSTING COMMENTS :

VACATED BY : Fred Santa Cruz EMP ID: 3745 ON DATE: 02/12/2021

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HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 71917344 2315-7153 LEAD MAIL PROCESSING KP0013 P7 07 TOUR I LDC:14 EG:1=Full Time
CLERK

Bidding Vacant 01021942 MAIL PROCESSING WEST VALLEY Clerks -
NonHQ

JOB SLOT COMMENTS: LEAD MAIL PROCESSING CLERK; APPLICANT MUST HAVE MINIMUM OF 1 YEAR
EXPERIENCE IN MAIL PROC POSITION); MANUAL OPERATIONS - WVLD&DC ***HEAVY
LIFTING REQUIRED***; 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
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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 : KRISTIN TOMLINS EMP ID: 8416 ON DATE: 02/12/2021

JOB ID: 71528831 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOC

Bidding Vacant 01018239 AHWATUKEE AHWATUKEE 044 Clerks -
NonHQ
RETAIL/DISTRIBUTION

JOB SLOT COMMENTS: Distribution; Window and other duties as assigned. *** HEAVY LIFTING
REQUIRED***. TACS: 355-44

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 0500-1400-60L-Su-FrS

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

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
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From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
05:00	14:00	060	OFF	OFF	OFF	05:00	14:00	060	05:00	14:00	060	05:00	14:00	060	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : David Baumgard EMP ID: 8991 ON DATE: 02/12/2021

JOB ID: 70910267 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01018206 ARCADIA RETAIL/DISTRIBUTION ARCADIA 018 Clerks -
NonHQ

JOB SLOT COMMENTS: DISTRIBUTION; WINDOW; AND OTHER DUTIES AS ASSIGNED. ***HEAVY LIFTING
REQUIRED*** TACS: 241-18.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 0400-1230-30L-Su-ThS

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

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
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From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
04:00	12:30	030	OFF	OFF	OFF	04:00	12:30	030	04:00	12:30	030	04:00	12:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Jonathan Huckaby EMP ID: 8236 ON DATE: 02/12/2021

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JOB ID: 95704423 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: 0800-1700-60L-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
OFF	OFF	OFF	OFF	OFF	OFF	08:00	17:00	060	08:00	17:00	060	08:00	17:00	060	08:00	17:00	060

POSTING COMMENTS :

VACATED BY : David Niana EMP ID: 6152 ON DATE: 01/29/2021

JOB ID: 70757943 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01018252 MARYVALE RETAIL/DISTRIBUTION MARYVALE 031 Clerks - NonHQ

JOB SLOT COMMENTS: Distribution, Window and other duties as assigned.*** HEAVY LIFTING REQUIRED****

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 1000-1900-60L-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
10:00	19:00	060	OFF	OFF	OFF	10:00	19:00	060	OFF	OFF	OFF	10:00	19:00	060	10:00	19:00	060

POSTING COMMENTS :

VACATED BY : Elaine Saleaumua EMP ID: 7188 ON DATE: 02/12/2021

JOB ID: 70806483 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

Bidding Vacant 01018252 MARYVALE RETAIL/DISTRIBUTION MARYVALE 031 Clerks - NonHQ

JOB SLOT COMMENTS: DISTRIBUTION; WINDOW; AND OTHER DUTIES AS ASSIGNED.
HEAVY LIFTING REQUIRED. TACS: 241-31.
Work Schedule: SAT 0430-1330-60L; MON/WED-FRI 0400-1230-30L with SUN/TUE
Reactivated per E15C-4E-C 17540037

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 0430/0400-60L-SuTuV

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
04:30	13:30	060	OFF	OFF	OFF	04:00	12:30	030	OFF	OFF	OFF	04:00	12:30	030	04:00	12:30	030

POSTING COMMENTS :

VACATED BY : Mohammad Islam EMP ID: 5511 ON DATE: 02/12/2021

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HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 95572674 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOC

Bidding Vacant 01018305 SIERRA ADOBE SIERRA 027 Clerks -
RETAIL/DISTRIBUTION ADOBE NonHQ

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

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION: EASTA

WORK SCHEDULE: 1030-1900-30L-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	10:30	19:00	030	10:30	19:00	030	10:30	19:00	030	10:30	19:00	030

POSTING COMMENTS :

VACATED BY : Baljinder Kaur EMP ID: 2202 ON DATE: 02/12/2021

JOB ID: 70772594 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC

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

JOB SLOT COMMENTS: WINDOW; DISTRIBUTION ***HEAVY LIFTING REQUIRED***; AND OTHER DUTIES AS
ASSIGNED. TACS: 355-20. SAT/MON 0630-1500-30L; WED 1100-1930-30L;
THU/FRI 0830-1700-30L with SUN/TUE off. V0041918

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

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

POSTING COMMENTS :

VACATED BY : LORETTA BALLARD EMP ID: 1094 ON DATE: 02/12/2021

JOB ID: 95480376 2340-0033 MARKUP CLERK - P7 06 TOUR II LDC:49 EG:1=Full Time
AUTOMATED

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

JOB SLOT COMMENTS: CFS. TACS: 797-47.

QUALIFICATIONS :

SECTION: CFS

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

POSTING COMMENTS :

VACATED BY : Ruby Greer EMP ID: 8143 ON DATE: 02/12/2021

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HUMAN CAPITAL ENTERPRISE SYSTEMS
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JOB ID: 95754630 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-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			
08:00	16:30	030	OFF	OFF	OFF	08:00	16:30	030	08:00	16:30	030	08:00	16:30	030	08:00	16:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : NANCY CERVANTES EMP ID: 4586 ON DATE: 02/12/2021

JOB ID: 70225914 2315-11XX GENERAL EXPEDITOR KP0015 P7 07 TOUR II LDC:17 EG:1=Full Time

Bidding Vacant 00044591 LOG-PHOENIX AZ P&DC - INSHD PHOENIX 223 Clerks - NonHQ

JOB SLOT COMMENTS: EXPEDITORS, GENERAL AND DOCK BY PAY LOCATION; AND OTHER DUTIES AS ASSIGNED. TACS: 231-23.

QUALIFICATIONS :

SECTION: EXPGENDCPL

WORK SCHEDULE: 0700-1530-30L-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
07:00	15:30	030	OFF	OFF	OFF	07:00	15:30	030	07:00	15:30	030	07:00	15:30	030	07:00	15:30	030

POSTING COMMENTS :

VACATED BY : James Garrity EMP ID: 4126 ON DATE: 02/12/2021

JOB ID: 71917345 2315-11XX GENERAL EXPEDITOR KP0015 P7 07 TOUR III LDC:17 EG:1=Full Time

Bidding Vacant 21086838 LOG-WEST VALLEY AZ P&DC - WEST VALLEY 350 Clerks - NonHQ

JOB SLOT COMMENTS: EXPEDITORS, GENERAL & DOCK; MANUAL OPERATIONS - WV&DC; AND OTHER DUTIES AS ASSIGNED. TACS: 231-50.

QUALIFICATIONS :

SECTION: EXPGENDCPL

WORK SCHEDULE: 1400-2230-30L-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			
14:00	22:30	030	14:00	22:30	030	14:00	22:30	030	OFF	OFF	OFF	OFF	OFF	OFF	14:00	22:30	030	14:00	22:30	030

POSTING COMMENTS :

VACATED BY : Troy Wolfe EMP ID: 2862 ON DATE: 02/12/2021

DATE: January 29, 2021
OUR REF: JBM/HCES/dmf
SUBJECT: **HCES OUTAGE**

PLEASE POST

TO: ALL BARGAINING UNIT EMPLOYEES
PHOENIX, AZ

The Human Capital Enterprise System (HCES) will be **UNAVAILABLE**
00:01 am (CST), Friday 02/12/2021 through 06:00 am (CST), Tuesday 02/16/2021.

Due to this outage
WEB JOB BIDDING, PHONE BIDDING, & KIOSK BIDDING
will be **UNAVAILABLE** during this time frame.

Because of this outage, employees are encouraged to enter bid preferences AFTER this scheduled outage.

Also affected by the outage are:

- Kiosk services for Employee Change of Address
- Employee Self Service / Managers' Portal
- EHS (Employee Health and Safety)
- eCareer
- HERO portal (formerly LMS)
- HCES/SAP

If you have any questions, please contact your supervisor.

Dawn Marie Francisco

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Human Resources Specialist
Phoenix Bid Cluster