

Vacancy Notice

BID ASSIGNMENTS - CLERK

1/08/2021

(PLEASE POST THIS NOTICE ON ALL BULLETIN BOARDS)

CLERK CRAFT POSTING NOTICE: **241259**

OPENING DATE: **1/10/2021**

CLOSING DATE: **1/20/2021**

ATTENTION FULL TIME CLERK CRAFT EMPLOYEES ***“CALL 1-877-477-3273 TO BID”***

The attached is posted to all full-time clerk craft employees. All clerks are required to enter their bids using the Phone Bidding System, eJob Bidding at www.liteblue.usps.gov, or the Kiosk Machine. All bids and withdrawals must be entered in eJob bidding no later than **1/20/2021, 9:59 p.m. (Pacific Time)**.

Under no circumstances will manual bid cards be accepted.

*The U.S. Postal Service gives you instant access to phone bidding and job information from any touch-tone phone. To access phone bidding, call **Toll-Free 1-877-477-3273 Option 2**. Hearing impaired employees can call Toll-Free at **1-800-265-7208**.*

NOTE: *Employees currently on LIMITED/LIGHT DUTY status must notify Local Services, 1675 7th Street Room 431, Oakland CA 94615-9422 **in writing by 1/20/2021**. For your convenience there is a mail slot on the door of Room 431.*

Please see next page for additional guidelines/requirements.

Local Services
USPS Bay-Valley District

Attachment(s) (Distribution: Oakland P&DC, Oakland Post Office, and All CS Administrative Offices)

GUIDELINES/REQUIREMENTS

Standard Position Description and Qualification Standard for posted assignments are available in the General Offices, Platform Office

Posted assignments require the ability to lift up to 70 pounds.

Bidders who are currently on LIMITED OR LIGHT DUTY status, must submit written notification to Local Services 1675 7th Street, Room 431, Oakland, CA 94615-9422.

Employees bidding for these positions are notified of the intention to use information contained in official records available as of the closing date of this posting to determine qualification(s). If available evidence of your qualifications is incomplete, please take appropriate action to update our records prior to the closing date of this posting. Employees may submit a resume, certificates of course completion, examination results, and any other evidence tending to show that the bidder meets the minimum qualifications for certain positions. Such evidence will be filed in employee's Official Personnel Folder for reference.

Employees bidding on assignment requiring driving are requested to submit **PS Form 2480** (Driving Record - For Positions That Require Driving).

Bidders temporarily detailed to a supervisory position (204B) may not bid on vacant clerk duty assignments while so detailed.

Article 37 language of the National Agreement, allows voluntary movement of employees from level 5, 6 and

7 positions to level 4 positions and level 4 employees to 5, 6 and 7 senior qualified positions. However, there will be a one-year bidding restriction for clerk craft employees who bid from level 4 to level 5, 6 and 7 positions. Those employees will be locked into their new position description for 365 days. Also, employees that have successfully completed 1 year of service will be deemed to have met the entrance requirements for positions requiring the ON-400, ON-440, ON-450, or the ON-710 exam as it relates to the Automated Mark-up and Air Records Processor positions (Article 37, MOU: dated April 22, 1992).

Bidders must either be qualified on the scheme(s) required or able to qualify within the deferment period.

If bidder will be on annual leave during the time Vacancy Notices and/or Award Notices are posted, please submit a copy of PS Form 3971 and address where information may be mailed.

Reasonable Accommodation Language:

The United States Postal Service provides reasonable accommodation 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.

R0206
BC055508 Oakland(CA) Bid Clust
Y3GTK0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

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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: 241259 Clerk Opening Date : 01/10/2021 Closing Date : 01/20/2021
JOB ID: 70942373 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01020350 AUTOMATION TOUR III OAKLAND Clerks -
OPERATIONS UNIT NonHQ

JOB SLOT COMMENTS: Other duties as assigned

QUALIFICATIONS :

SECTION: AUTOMATION

WORK SCHEDULE: 1600-0030-30L-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
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	OFF OFF OFF	OFF OFF OFF

POSTING COMMENTS :

VACATED BY : Shao Chen EMP ID: 9695 ON DATE: 01/01/2021

JOB ID: 71265254 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01020350 AUTOMATION TOUR III OAKLAND Clerks -
OPERATIONS UNIT NonHQ

JOB SLOT COMMENTS: Other duties as assigned

QUALIFICATIONS :

SECTION: AUTOMATION

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

POSTING COMMENTS :

VACATED BY : Jeriah Jones EMP ID: 3739 ON DATE: 01/01/2021

JOB ID: 95790994 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:1=Full Time
Bidding Reposted 01020348 AUTOMATION TR I OPRN UNIT OAKLAND AUTOMATI Clerks -
ON UNIT NonHQ

JOB SLOT COMMENTS: OTHER DUTIES ASSIGNED

QUALIFICATIONS :

SECTION: AUTOMATION

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	OFF OFF OFF	20:30 05:00 030	20:30 05:00 030	20:30 05:00 030

POSTING COMMENTS :

VACATED BY : Alice Cabinian EMP ID: 9079 ON DATE: 11/30/2020

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JOB ID: 71813228 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:18 EG:1=Full Time
Bidding Vacant 01019966 OUTGOING/DIST 1ST/FLR TR II OAKLAND Clerks -
OPRN UNIT NonHQ

JOB SLOT COMMENTS: EXPRESS; OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS :

SECTION: EXPRESS

WORK SCHEDULE: 0600-1430-30L-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
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	06:00	14:30	030

POSTING COMMENTS :

VACATED BY : Perry Long EMP ID: 6461 ON DATE: 01/01/2021

JOB ID: 71962315 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:14 EG:1=Full Time
Bidding Vacant 01020220 OUTGOING - 2ND FLOOR TR III OAKLAND Clerks -
OPN UNIT NonHQ

JOB SLOT COMMENTS: MANUAL DISTRIBUTION LTRS/FLTS

QUALIFICATIONS :

SECTION: MANUAL 2ND FLOOR

WORK SCHEDULE: 1600-0030-30L-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	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	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Lewis Wong EMP ID: 9239 ON DATE: 11/30/2020

JOB ID: 70659427 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR III LDC:13 EG:1=Full Time
Bidding Vacant 01020352 SPBS TOUR III OPRN UNIT OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: APBS;Other duties assigned

QUALIFICATIONS :

SECTION: SPBS UNIT

WORK SCHEDULE: 1530-2400-30L-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
15:30	24:00	030	15:30	24:00	030	15:30	24:00	030	15:30	24:00	030	OFF	OFF	OFF	OFF	OFF	OFF	15:30	24:00	030

POSTING COMMENTS :

VACATED BY : YOLANDA BIGBEE EMP ID: 6310 ON DATE: 12/04/2020

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JOB ID: 95660351 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR III LDC:13 EG:1=Full Time
Bidding Vacant 01020352 SPBS TOUR III OPRN UNIT OAKLAND SPBS UNIT Clerks -
NonHQ

JOB SLOT COMMENTS: APBS; OTHER DUTIES ASSIGNED.

QUALIFICATIONS :

SECTION: SPBS UNIT

WORK SCHEDULE: 1530-2400-30L-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
15:30	24:00	030	15:30	24:00	030	15:30	24:00	030	15:30	24:00	030	OFF	OFF	OFF	OFF	OFF	OFF	15:30	24:00	030

POSTING COMMENTS :

VACATED BY : SATVEER GILL EMP ID: 9738 ON DATE: 01/01/2021

JOB ID: 71265275 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01020350 AUTOMATION TOUR III OAKLAND AUTOMATI Clerks -
ON NonHQ

JOB SLOT COMMENTS:

QUALIFICATIONS :

SECTION: THIRD FLOOR

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

POSTING COMMENTS :

VACATED BY : KAWALJIT KAUR EMP ID: 8283 ON DATE: 12/04/2020

JOB ID: 71624357 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:44 EG:1=Full Time
ASSOC
Bidding Vacant 01018178 GRAND LAKE FINANCE STATION GRAND LAKE Clerks -
NonHQ

JOB SLOT COMMENTS: SSA DUTIES AND ANY DUTIES ASSIGNED MY THE SUPERVISOR

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0830-1730-60L-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
08:30	17:30	060	OFF	OFF	OFF	08:30	17:30	060	08:30	17:30	060	OFF	OFF	OFF	08:30	17:30	060	08:30	17:30	060

POSTING COMMENTS :

VACATED BY : CHANPHAL SOVAN EMP ID: 858 ON DATE: 01/01/2021

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JOB ID: 95758171 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOC

Bidding Reposted 00003210 PIEDMONT CARRIER STATION PIEDMONT PIEDMONT Clerks -
STATION NonHQ

JOB SLOT COMMENTS: WINDOW DISTRIBUTION, OTHER DUTIES AS ASSIGNED

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0815-1715-60L-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	08:15	17:15	060	08:15	17:15	060	08:15	17:15	060	08:15	17:15	060	08:15	17:15	060

POSTING COMMENTS :

VACATED BY : Fernando Murillo

EMP ID: 261

ON DATE: 12/31/2020
