

Vacancy Notice

BID ASSIGNMENTS - CLERK

11/9/2021

(PLEASE POST THIS NOTICE ON ALL BULLETIN BOARDS)

CLERK CRAFT POSTING NOTICE: 264128

OPENING DATE: 11/10/2021

CLOSING DATE: 11/20/2021

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.lightblue.usps.gov, or the Kiosk Machine. All bids and withdrawals must be entered in eJob bidding no later than 11/20/2021, 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, 3775 Industrial Blvd, Room 1042, West Sacramento, CA 95799-9998 in writing by 11/20/2021.*

Please see next page for additional guidelines/requirements.

Local Services
California 2 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, 3775 Industrial Blvd, Room 1042, West Sacramento, CA 95799-9998.

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.

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: 264128 Clerk Opening Date : 11/10/2021 Closing Date : 11/20/2021
JOB ID: 70516592 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR I LDC:13 EG:1=Full Time
Bidding Vacant 01020353 SPBS TOUR I OPRN UNIT OAKLAND Clerks - NonHQ

JOB SLOT COMMENTS: APBS; OTHER DUTIES ASSIGNED.

QUALIFICATIONS :

SECTION: APBS

WORK SCHEDULE: 2130-0600-30L-Th-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
21:30	06:00	030	21:30	06:00	030	21:30	06:00	030	21:30	06:00	030	OFF	OFF	OFF	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Evangeline Carreon EMP ID: 397 ON DATE: 10/08/2021

JOB ID: 70567660 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 AS ASSIGNED

QUALIFICATIONS :

SECTION: APBS

WORK SCHEDULE: 1600-0030-30L-Th-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
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 : DANIEL MCDONALD EMP ID: 9687 ON DATE: 10/08/2021

JOB ID: 70659246 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 AS ASSIGNED

QUALIFICATIONS :

SECTION: APBS

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

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
OFF	OFF	OFF	OFF	OFF	OFF	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030

POSTING COMMENTS :

VACATED BY : Randy Wong EMP ID: 2629 ON DATE: 09/30/2021

R0206
BC055508 Oakland(CA) Bid Clust
QTYHF0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

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JOB ID:70706068 2315-7153 LEAD MAIL PROCESSING KP0013 P7 07 TOUR II LDC:11 EG:1=Full Time
CLERK

Bidding Vacant 01020349 AUTOMATION TR II OPRN UNIT OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: AUTOMATION; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :

SECTION: AUTOMATION

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

POSTING COMMENTS :

VACATED BY : CRISTINE CALUAG EMP ID: 740 ON DATE: 10/08/2021

JOB ID:71265179 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
OPERATIONS UNIT

Bidding Vacant 01020350 AUTOMATION TOUR III OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: AUTOMATION; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :

SECTION: AUTOMATION

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		
17:00	01:30	030	17:00	01:30	030	17:00	01:30	030	OFF	OFF	OFF	OFF	OFF	17:00	01:30	030	17:00	01:30	030

POSTING COMMENTS :

VACATED BY : Ernesto Jacinto EMP ID: 2780 ON DATE: 10/08/2021

JOB ID:72214994 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:14 EG:1=Full Time
UNIT

Bidding Vacant 21083998 USS PRIORITY TOUR III OPRN OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: USS PRIORITY; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :

SECTION: PRIORITY

WORK SCHEDULE: 1800-0230-30L-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	18:00	02:30	030	18:00	02:30	030	18:00	02:30	030	18:00	02:30	030

POSTING COMMENTS :

VACATED BY : JESSICA KAKALIA EMP ID: 6063 ON DATE: 10/08/2021

R0206
BC055508 Oakland(CA) Bid Clust
QTYHF0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 11/09/2021 07:42:10
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JOB ID: 72399794 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR I LDC:13 EG:1=Full Time
Bidding Vacant 01020353 SPBS TOUR I OPRN UNIT OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: APBS; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :

SECTION: SPBS UNIT

WORK SCHEDULE: 2230-0700-30L-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
22:30	07:00	030	22:30	07:00	030	22:30	07:00	030	OFF	OFF	OFF	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Mary Briggs EMP ID: 7114 ON DATE: 10/08/2021

JOB ID: 71479561 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:13 EG:1=Full Time
Bidding Vacant 01020211 SPSS TOUR III OPN UNIT OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: SPSS; OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS :

SECTION: SPSS UNIT

WORK SCHEDULE: 1630-0100-30L-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	16:30	01:00	030	16:30	01:00	030	16:30	01:00	030

POSTING COMMENTS :

VACATED BY : Pedro Otiniano EMP ID: 5803 ON DATE: 10/08/2021

JOB ID: 95526570 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
ASSOC
Bidding Vacant 00003211 EMERYVILLE CARRIER STATION EMERYVILLE EMERYVILL Clerks -
E STATION NonHQ

JOB SLOT COMMENTS: OPNS #355/240/769
WORKS BRM MAIL, ACCOUNTABLE CAGE, WINDOW RELIEF AND
DISTRIBUTION RELIEF.OTHER DUTIES AS ASSIGNED BY THE
SUPERVISOR. POSITION TITLE CHANGE.
EMERYVILLE STATION: 1585 62ND ST., OAKLAND CA 94608
CMS Job Slot ID: 9114378

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0400-1300-60L-Sa-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
OFF	OFF	OFF	04:00	13:00	060	04:00	13:00	060	OFF	OFF	OFF	04:00	13:00	060

POSTING COMMENTS :

VACATED BY : Timothy Walton EMP ID: 4134 ON DATE: 10/22/2021

R0206
BC055508 Oakland(CA) Bid Clust
QTYHF0

HUMAN CAPITAL ENTERPRISE SYSTEMS
VACANCY NOTICE

REQUESTED: 11/09/2021 07:42:10
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JOB ID: ~~95675985~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:43 EG:1=Full Time
Bidding Vacant 00003202 CIVIC CENTER ANNEX CARRIER CIVIC CENTER CIVIC Clerks -
STATION OAKLAND CENTER NonHQ
STATION

JOB SLOT COMMENTS: WILL ASSIST WITH UNLOADING OF THE TRUCK. WORK HOT CASE, PARCEL
DISTRIBUTION, WILL CALL DOOR WINDOW, BOX SECTION AS NEEDED AND OTHER
DUTIES AS ASSIGNED BY SUPERVISOR.
BASE OPRN - 240
CMS Job Slot ID: 9219539

QUALIFICATIONS :
SECTION:

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

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

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

POSTING COMMENTS :

VACATED BY : LEA QUANNA STRICKLAND
EMP ID: 2407 ON DATE: 11/05/2021
