

Vacancy Notice

BID ASSIGNMENTS - CLERK

3/9/2022

(PLEASE POST THIS NOTICE ON ALL BULLETIN BOARDS)

CLERK CRAFT POSTING NOTICE: **273063**

OPENING DATE: **03/10/2022**

CLOSING DATE: **03/20/2022**

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 **03/20/2022, 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 03/20/2022.

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.

R0206
BC055508 Oakland(CA) Bid Clust
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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: 273063 Clerk Opening Date : 03/10/2022 Closing Date : 03/20/2022
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	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 : Haiyan Chen EMP ID: 7391 ON DATE: 02/11/2022

JOB ID: 70653022 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR II LDC:13 EG:1=Full Time
Bidding Vacant 01020355 SPBS TOUR II OPRN UNIT OAKLAND Clerks - NonHQ

JOB SLOT COMMENTS: APBS; WILL BE ASSIGNED TO THE HAZMAT UNIT WHEN NEEDED & COMPLETION OF HAZMAT TRAINING IS REQUIRED AFTER AWARDED THIS POSITION. OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS :

SECTION: APBS

WORK SCHEDULE: 0700-1530-30L-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	From	To	Brk
07:00	15:30	030	OFF	OFF	OFF	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 : Peter Ching EMP ID: 9497 ON DATE: 01/29/2022

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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		
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

POSTING COMMENTS :

VACATED BY : Gaines Stokes EMP ID: 4502 ON DATE: 02/11/2022

JOB ID: 95769822 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 AS ASSIGNED. OPN #134 CMS Job Slot ID: 8972875

QUALIFICATIONS :

SECTION: APBS

WORK SCHEDULE: 1600-0030-30L-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		
16:00	00:30	030	16:00	00:30	030	OFF	OFF	OFF	OFF	OFF	16:00	00:30	030	16:00	00:30	030

POSTING COMMENTS :

VACATED BY : Kareem Watts EMP ID: 9712 ON DATE: 02/11/2022

JOB ID: 71265049 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:11 EG:1=Full Time
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		
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

POSTING COMMENTS :

VACATED BY : LEA QUANNA STRICKLAND EMP ID: 2407 ON DATE: 02/11/2022

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JOB ID:71612131 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: AUTOMATION; OTHER DUTIES ASSIGNED.

QUALIFICATIONS :
SECTION: AUTOMATION
WORK SCHEDULE: 1300-2130-30L-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	13:00	21:30	030	13:00	21:30	030	13:00	21:30	030	13:00	21:30	030	13:00	21:30	030	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : YOLANDA JACKSON EMP ID: 3338 ON DATE: 01/28/2022

JOB ID:71962317 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01020350 AUTOMATION TOUR III OAKLAND FIRST Clerks -
OPERATIONS UNIT FLOOR NonHQ

JOB SLOT COMMENTS: AUTOMATION; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :
SECTION: AUTOMATION
WORK SCHEDULE: 1700-0130-30L-Su-MoS

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

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
17:00	01:30	030	OFF	OFF	OFF	OFF	OFF	OFF	17:00	01:30	030	17:00	01:30	030	17:00	01:30	030	17:00	01:30	030

POSTING COMMENTS :

VACATED BY : Steve Gow EMP ID: 7339 ON DATE: 02/11/2022

JOB ID:95774520 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:18 EG:1=Full Time
Bidding Vacant 01020217 EXPRESS MAIL TR III OPRN UNIT OAKLAND FIRST Clerks -
FLOOR NonHQ

JOB SLOT COMMENTS: EXPRESS; OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS :
SECTION: EXPRESS
WORK SCHEDULE: 1430-2300-30L-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	14:30	23:00	030	14:30	23:00	030	14:30	23:00	030	14:30	23:00	030	14:30	23:00	030

POSTING COMMENTS :

VACATED BY : May Chen EMP ID: 2477 ON DATE: 01/28/2022

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JOB ID: ~~95479887~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:18 EG:1=Full Time
Bidding Vacant 01020222 REGISTRY TR III OPRN UNIT OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: REGISTRY; OTHER DUTIES AS ASSIGNED.
CMS JOB SLOT ID: 9178353

QUALIFICATIONS :
SECTION: REGISTRY
WORK SCHEDULE: 1600-0030-30L-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
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	16:00	00:30	030

POSTING COMMENTS :
VACATED BY : Violeta Karaan EMP ID: 9721 ON DATE: 01/31/2022

JOB ID: ~~95741157~~ 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: 1600-0030-30L-Sa-SuS

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

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

POSTING COMMENTS :
VACATED BY : Alan Adona EMP ID: 425 ON DATE: 01/28/2022

JOB ID: ~~71962302~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:13 EG:1=Full Time
Bidding Vacant 01019970 OUTGOING/DIST 2ND/FLR TR II OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: SPSS; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :
SECTION: SPSS UNIT
WORK SCHEDULE: 0700-1530-30L-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
07:00	15:30	030	07:00	15:30	030	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	07:00	15:30	030	07:00	15:30	030

POSTING COMMENTS :
VACATED BY : Kenneth Tanner EMP ID: 9438 ON DATE: 01/31/2022

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JOB ID: 72399955 2315-06XX PARCEL POST DIST-MACHINE KP0012 P7 06 TOUR II LDC:13 EG:1=Full Time
Bidding Vacant 01019970 OUTGOING/DIST 2ND/FLR TR II OAKLAND Clerks -
OPRN UNIT NonHQ

JOB SLOT COMMENTS: SPSS; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :
SECTION: SPSS UNIT
WORK SCHEDULE: 0700-1530-30L-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
07:00	15:30	030	07:00	15:30	030	07:00	15:30	030	07:00	15:30	030	OFF	OFF	OFF	OFF	OFF	OFF	07:00	15:30	030

POSTING COMMENTS :

VACATED BY : MA AINA MAE JIMENEZ EMP ID: 8050 ON DATE: 02/11/2022

JOB ID: 70311585 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOC
Bidding Vacant 00003202 CIVIC CENTER ANNEX CARRIER CIVIC CENTER
STATION OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: Will Work Window, Distribution, PO Box mail, Passport transaction, other
duties as assigned by supervisors.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)
SECTION:
WORK SCHEDULE: 1000-1830-30L-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
10:00	18:30	030	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 : CHANJUAN WENG EMP ID: 7201 ON DATE: 02/25/2022
