

UNITED STATES POSTAL SERVICE
OAKLAND POSTING ~ ALL CRAFTS
TRAINING TECHNICIAN ~ PS-07
BEST QUALIFIED

May 12, 2023

OPENING DATE: 05/15/23
CLOSING DATE: 05/24/23

Applications (Candidate Profile) will be accepted in the **EMPLOYEE DEVELOPMENT Department** from all Full Time Regular & Non Traditional Full Time (NTFT) employees in the **OAKLAND Bid Cluster** for the following position:

JOB ID: 95846471		FIN: 55511	P/L: 428		
TRAINING TECHNICIAN PEDC	OCC CODE:1712-34XX	CLERK CRAFT	LEVEL: 7	TOUR: 2	LDC: 82
ORG UNIT: 45048	Training Technician PEDC				
SECTION: TRAINING & DEV	WORK SCHEDULE: 0600 to 1430-30L-SAT/SUN				
SKILLS: VALID STATE DRIVERS LICENSE					
JOB SLOT COMMENTS: PROVIDES TECH SUPPORT AND SERVICES AS AN INSTRUCTOR FOR EMPLOYEES IN THE PEDC, CLERICAL SUPPORT FOR ADMINISTRATIVE FUNCTIONS AND OTHER DUTIES AS ASSIGNED. KNOWLEDGE OF WORD, EXCEL, POWERPOINT AND MS ACCESS. WILL BE REQUIRED TO PASS THE FACILITOR SKILLS TRAINING.					
VACATED BY: PAJE, REGINA			VACATED ON: 04/08/23		

This position will be awarded on the basis of **BEST QUALIFIED**. Standard Position Description and Qualification Standards are attached.

If you are interested in applying for the position listed above, you **MUST** complete a **Candidate Profile** (in its entirety, including **ADDRESSING ALL KSA's**) from the **eCareer** website on **Lite Blue**, on or before the closing date of this notice and **PRINT** out for submission to:

HUMAN RESOURCES - EMPLOYEE DEVELOPMENT
MGR EMPLOYEE DEVELOPMENT - KATHERINE PABALAN
1675 7TH STREET RM 229W
OAKLAND, CA 94615

If a Vacancy Announcement Number is not listed, use the Job ID number in its place. Please indicate your immediate supervisor's name and title on your Candidate Profile. The appropriate office will request the evaluation (from your supervisor) at a later date, if applicable.

For assistance with eCareer please contact Manager, EMPLOYEE DEVELOPMENT at (510) 874-8336.

BID CARDS WILL NOT BE ACCEPTED FOR THIS POSITION. It is the employee's responsibility to ensure timely submission of the required Candidate Profile by the closing date of this notice.

Applicants **MUST** address all **REQUIREMENTS** listed in the proficiency requirements on the attached Qualification Standard and be able to demonstrate the minimum experience required.

Employees applying for this position are notified of the intention to use information contained in official records available as of the closing date of this posting to determine qualifications. If available evidence of your qualifications are incomplete, please take action to provide us with appropriate information to update our records prior to the closing date of this posting.

Employees wishing to withdraw their Candidate Profile, **must do so in writing** and the Withdrawal must be received by the Human Resource Department on or before the closing date of this notice.

The United States Postal Service provides reasonable accommodation to qualified individuals with disabilities. If you need 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.