

Vacancy Notice

BID ASSIGNMENTS - CLERK

12/9/2024

(PLEASE POST THIS NOTICE ON ALL BULLETIN BOARDS)

CLERK CRAFT POSTING NOTICE:

355253

OPENING DATE: 12/10/2024

CLOSING DATE: 12/19/2024

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 **12/19/2024, 9:59p.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 12/19/2024.**

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
GNNRMO

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: 355253 Clerk Opening Date : 12/10/2024 Closing Date : 12/19/2024
JOB ID: 95556881 2320-0001 SALES AND SERVICES KP0013 P7 06 TOUR II LDC:45 EG:1=Full Time
ASSOCIATE
Bidding Vacant 00003222 MAIN OFFICE RETAIL STATION OAKLAND MAIN OFFICE STATION Clerks - NonHQ

JOB SLOT COMMENTS: WILL WORK WINDOW SECTION, PASSPORT OFFICE.
OTHER DUTIES AS ASSIGNED BY THE SUPERVISOR.
REPLACES JOB SLOT #9133400.
WILL RELIEVE AT THE BYRON RUMFORD STATION AS NEEDED.
CMS Job Slot ID: 9239560

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 1000-1830-30L-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	10:00	18:30	030	10:00	18:30	030	10:00	18:30	030	10:00	18:30	030	10:00	18:30	030

POSTING COMMENTS :

VACATED BY : TSZ WAI LEE EMP ID: 1790 ON DATE: 11/29/2024

JOB ID: 71265273 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01020350 AUTOMATION TOUR III OPERATIONS UNIT OAKLAND Clerks - NonHQ

JOB SLOT COMMENTS: AUTOMATION; OTHER DUTIES 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 : FALESY SAYASANE EMP ID: 9134 ON DATE: 10/31/2024

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JOB ID: ~~73649305~~ 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: Step3 Settlement CL09923: Replacement Job for Reverted Position #
71611942, Tour 2 Automation Unit, All Other Duties Assigned by Supv
Pay Location: 233

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

POSTING COMMENTS :
VACATED BY : Charles Yoon EMP ID: 876 ON DATE: 11/30/2024

JOB ID: ~~71962308~~ 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:14 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		
06:00	14:30	030	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 : Wilson Yu EMP ID: 5347 ON DATE: 11/30/2024

JOB ID: ~~95633274~~ 2340-01XX GENERAL CLERK KP0013 P7 06 TOUR I LDC:18 EG:1=Full Time
Bidding Vacant 01019633 SECOND FLOOR TOUR I SUPVN OAKLAND SECOND Clerks -
UNIT FLOOR NonHQ

JOB SLOT COMMENTS: GENERAL CLERK; OTHER DUTIES AS ASSIGNED

QUALIFICATIONS :
SECTION: GENERAL OFFICE CLERK
WORK SCHEDULE: 2200-0630-30L-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		
22:00	06:30	030	OFF	OFF	OFF	OFF	OFF	22:00	06:30	030	22:00	06:30	030	22:00	06:30	030	22:00	06:30	030

POSTING COMMENTS :
VACATED BY : Laura Stuhlmacher EMP ID: 7254 ON DATE: 09/20/2024

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JOB ID: 95750205 2315-11XX GENERAL EXPEDITOR KP0015 P7 07 TOUR I LDC:17 EG:1=Full Time
Bidding Vacant 21095190 GENERAL EXPEDITORS - TOUR 1 OAKLAND Clerks -
NonHQ

JOB SLOT COMMENTS: OTHER DUTIES ASSIGNED

QUALIFICATIONS :

SECTION: PLATFORM/EXPEDITORS

WORK SCHEDULE: 2300-0730-30L-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
23:00	07:30	030	23:00	07:30	030	23:00	07:30	030	23:00	07:30	030	OFF	OFF	OFF	OFF	OFF	OFF	23:00	07:30	030

POSTING COMMENTS :

VACATED BY : Anthony Dromgoole EMP ID: 4855 ON DATE: 11/12/2024

JOB ID: 95857712 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:18 EG:1=Full Time
Bidding Vacant 01019640 REGISTRY TR I OPRN UNIT OAKLAND THIRD
FLOOR Clerks -
NonHQ

JOB SLOT COMMENTS: REGISTRY; All Other Duties as Assigned. BASE OPN #585. OTHER DUTIES AS
ASSIGNED. CMS JOB SLOTnID: 8618383RERE

QUALIFICATIONS :

SECTION: REGISTRY

WORK SCHEDULE: 0000-0830-30L-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
00:00	08:30	030	00:00	08:30	030	00:00	08:30	030	00:00	08:30	030	00:00	08:30	030	OFF	OFF	OFF	OFF	OFF	OFF

POSTING COMMENTS :

VACATED BY : Perry Herrera EMP ID: 2411 ON DATE: 11/29/2024

JOB ID: 73649302 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: Step3 Settlement CL09923: Replacement Job for Reverted Position #
71611944, Tour 3 SPSS Unit, All Other Duties Assigned by Supv
Pay Location: 327

QUALIFICATIONS :

SECTION: SPSS

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

POSTING COMMENTS :

VACATED BY : Haiyan Chen EMP ID: 7391 ON DATE: 11/15/2024

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JOB ID: 95625489 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 LDC:45 EG:1=Full Time
ASSOC

Bidding Vacant 00003204 LAUREL CARRIER STATION LAUREL LAUREL Clerks -
STATION NonHQ

JOB SLOT COMMENTS: WORK PO BOX, BRM, PASSPORT, RETAIL FINANCE WINDOW, DISPATCH MAIL, OTHER
ADMIN DUTIES AS ASSIGNED BY THE SUPERVISOR. WILL BE AN RELIEF FOR ALL
OAKLAND STATIONS AS NEEDED.

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0700-1600-60L-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
07:00	16:00	060	OFF	OFF	OFF	07:00	16:00	060	OFF	OFF	OFF	07:00	16:00

POSTING COMMENTS :

VACATED BY : MARIA BERNALES EMP ID: 2494 ON DATE: 11/01/2024

JOB ID: 70267078 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR II LDC:43 EG:1=Full Time
Bidding Vacant 00003218 WEST GRAND CARRIER STATION WEST GRAND Clerks -
CARRIER NonHQ
ANNEX

JOB SLOT COMMENTS: WILL UNLOAD TRUCK, WORK BRM MAIL, SPREAD MAIL, WORK PARCELS, WORK HOT
CASE, OTHER DUTIES AS ASSIGNED BY THE SUPERVISOR.
REPLACES RESIDUAL VACANCY #9211065

QUALIFICATIONS :

SECTION:

WORK SCHEDULE: 0400-1230-30L-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
04:00	12:30	030	OFF	OFF	OFF	04:00	12:30	030	04:00	12:30	030	OFF	OFF

POSTING COMMENTS :

VACATED BY : MIGUEL REYES EMP ID: 9385 ON DATE: 10/24/2024

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JOB ID: 95727765 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: OPN #355/240/769. MUST POSSESS A VALID CA DRIVER'S LICENSE.
PIEDMONT STATION - 195-41ST ST, OAK 94611-9991. BT THURS -
8:30 AT STATION E AND WILL END TOUR AT 'STATION E' 5:30PM.
WORK WINDOW, BOX SECTION AS NEEDED, ACCOUNTABLE CAGE AS
NEEDED. OTHER DUTIES AS ASSIGNED BY THE SUPV.
CMS Job Slot ID: 9071779

QUALIFICATIONS : 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0900-1800-60L-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	From	To	Brk
OFF	OFF	OFF	OFF	OFF	OFF	09:00	18:00	060	09:00	18:00	060	09:00	18:00	060	09:00	18:00	060	09:00	18:00	060	09:00	18:00	060

POSTING COMMENTS :

VACATED BY : SCOSHA BREWER EMP ID: 4942 ON DATE: 11/01/2024
