**HUMAN CAPITAL ENTERPRISE SYSTEMS** VACANCY NOTICE

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REQUESTED: 10/30/2025 07:25:46

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: 382383 Clerk Opening Date: 10/31/2025 Closing Date: 11/10/2025

JOB ID:<u>95576130</u> 2315-11XX GENERAL EXPEDITOR KP0015 **P7** 07 TOUR II LDC:17

21103717 GENERAL EXPEDITORS - TOUR 2 LOG GRAND T-2 NON Clerks -**Bidding Vacant** RAPIDS P3 NonHQ SCHEME

JOB IS LOCATED AT THE MP ANNEX - PAA - GENERAL EXPEDITOR - DISPATCHER -JOB SLOT COMMENTS:

**EXPEDITER RELIEF - OTHER DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0730-1600-30L-Su-MoS

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

Sunday Monday Tuesday Wednesday Thursday Friday Brk From To 07:30 16:00 030 OFF OFF OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030

**POSTING COMMENTS:** 

**VACATED BY: David Hoyle** EMP ID: 3833 ON DATE: 08/22/2025

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JOB ID:71164712 2315-06XX PARCEL POST DIST-MACHINE KP0012 **P7** 06 TOUR III LDC:13 EG:1=Full Time

**Bidding Vacant** 20899646 **TOUR III SPABS w NEW COST GRAND** Clerks -CENTER **RAPIDS ANNEX** NonHQ

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - APBS - DEXTERITY REQUIRED - OTHER

**DUTES AS ASSIGNED** 

**QUALIFICATIONS: SPBS DEXTERITY** 

SECTION:

WORK SCHEDULE: 1630-0100-30L-Th-FrS

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

Sunday Monday Tuesday Wednesday Thursday Friday Brk From To Brk From To Brk From To Brk From To 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 16:30 01:00 030 OFF OFF OFF OFF

POSTING COMMENTS:

**VACATED BY: KATHRYN REYNOLDS EMP ID: 227** ON DATE: 10/03/2025

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** REQUESTED: 10/30/2025 07:25:46 R0206 **VACANCY NOTICE** Page: 2 of 7

BC253920 Grand Rapids(MI) Bid

B6X6D0

JOB ID:71994618 2315-7153 LEAD MAIL PROCESSING KP0013 **P7** 07 TOUR III LDC:14 EG:1=Full Time

**CLERK** 

**Bidding Vacant** 20899499 MAIL PROCESSING ANNEX w NEW GRAND Clerks -

COST CTR **RAPIDS ANNEX** NonHQ

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS - LEAD CLERK -

MUST HAVE A MINIMUN OF ONE YEAR MAIL PROCESSING EXPERIENCE - WILL BE

REQUIRED TO DRIVE TO THS NIGHTLY

**QUALIFICATIONS: VALID STATE DRIVER'S LICENSE** 

SECTION:

WORK SCHEDULE: 1800-0230-30L-Su-MoS

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

Sunday Monday Tuesday Wednesday Thursday Friday Brk From To Brk 18:00 02:30 030 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: TONI BLAIS-HOYLE** EMP ID: 2232 ON DATE: 10/17/2025

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JOB ID:72279821 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** 06 TOUR III LDC:14 EG:1=Full Time

**TOUR III MANUAL OPRNS UNIT Bidding Vacant** 20899643 **GRAND** Clerks -

**NEW COST CTR** RAPIDS ANNEX NonHQ

Thursday

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS - HAZMAT - OTHER

**DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1530-2400-30L-Sa-SuS

Sunday

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

Wednesday From To Brk From To Brk From To Brk From To Brk From To **Brk** OFF OFF OFF OFF OFF 15:30 24:00 030 15:30 24:00 030 15:30 24:00 030 15:30 24:00 030 15:30 24:00 030

**POSTING COMMENTS:** 

VACATED BY: JASMINE RANDLEMAN EMP ID: 9228 ON DATE: 10/03/2025

Monday

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JOB ID:72869427 2315-06XX PARCEL POST DIST-MACHINE KP0012 **P7** TOUR II EG:1=Full Time 06 LDC:13

**Bidding Vacant** 20899768 MAIN ANNEX OPERATIONS w NEW GRAND Clerks -COST CENTER **RAPIDS ANNEX** NonHQ

JOB IS LOCATED AT THE MP ANNEX - PAA - APBS - REQUIRED VISION - OTHER JOB SLOT COMMENTS:

**DUTIES AS ASSIGNED** 

**QUALIFICATIONS: SPBS DEXTERITY** 

**SPBS APPLICATION** 

SECTION:

WORK SCHEDULE: 0730-1600-30L-Th-FrS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 OFF OFF OFF OFF

**POSTING COMMENTS:** 

**VACATED BY: ASHLEY SAGANSKI** EMP ID: 6498 ON DATE: 10/03/2025

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** 

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JOB ID:71284774 2315-0063 MAIL PROCESSING CLERK

KP0013 **P7** 06 TOUR II LDC:12

P1

EG:1=Full Time

**Bidding Vacant** 

20899770

P-3 TOUR II w NEW COST CENTER GRAND

**RAPIDS ANNEX** 

Clerks -NonHQ

JOB SLOT COMMENTS:

JOB IS LOCATED AT THE MP ANNEX - PAA - AFSM 100 - OTHER DUTIES AS

**ASSIGNED** 

**QUALIFICATIONS:** 

SECTION: T-2 AFSM 100

WORK SCHEDULE: 0730-1600-30L-Sa-SuS

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

**Thursday** Friday Saturday Sunday Monday Wednesday Tuesday

From To Brk From To Brk From To Brk From To Brk From To OFF OFF OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030

KP0013

**POSTING COMMENTS:** 

**VACATED BY: Richard Shimmin** 

EMP ID: 1559

ON DATE: 10/31/2025

JOB ID:<u>71284975</u> 2315-0063 MAIL PROCESSING CLERK

**P7** 06 TOUR II LDC:14 EG:1=Full Time

**Bidding Vacant** 20899642 TOUR II MANUAL OPRNS UNIT w GRAND **NEW COST CTR** RAPIDS ANNEX Clerks -

NonHQ

JOB SLOT COMMENTS:

JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL FLATS - GENERAL EXPEDITOR

**RELIEF - OTHER DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0730-1600-30L-Su-MoS

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

Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 07:30 16:00 030 OFF OFF OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030

**POSTING COMMENTS:** 

**VACATED BY: ROBERT STRATTON** EMP ID: 3901 ON DATE: 10/31/2025

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JOB ID:<u>71301471</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** 06 TOUR II LDC:14 EG:1=Full Time

**Bidding Vacant** 20899772 PRIORITY OPERATIONS w NEW COST CENTER

**GRAND** Clerks -**RAPIDS ANNEX** NonHQ

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS - OTHER DUTIES AS

**ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0730-1600-30L-Sa-FrS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 OFF OFF

**POSTING COMMENTS:** 

ON DATE: 10/17/2025 **VACATED BY: MIKAYLA HAYES** EMP ID: 2340

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JOB ID:71301473 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** 06 TOUR II LDC:14 EG:1=Full Time

**Bidding Vacant** 

20899642 **TOUR II MANUAL OPRNS UNIT W NEW COST CTR** 

Clerks -NonHQ

**RAPIDS ANNEX** 

P1

**GRAND** 

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS - OTHER DUTIES AS

**ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0730-1600-30L-Sa-FrS

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

**Thursday** Friday Saturday Sunday Monday Wednesday Tuesday From To Brk From To Brk From To Brk From To Brk From To OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030 OFF OFF

**POSTING COMMENTS:** 

**VACATED BY: Christopher Barbee** EMP ID: 9516 ON DATE: 09/30/2025

JOB ID:<u>95769947</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** TOUR II LDC:14 EG:1=Full Time 06

**Bidding Vacant** 20899642 TOUR II MANUAL OPRNS UNIT w **GRAND** Clerks -NonHQ

**NEW COST CTR** RAPIDS ANNEX

JOB SLOT COMMENTS: JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS -EXPRESS/HAZMAT

**RELIEF - OTHER DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0730-1600-30L-Mo-TuS

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

Sunday Monday Tuesday Wednesday **Thursday** Friday

From To Brk 07:30 16:00 030 07:30 16:00 030 OFF OFF OFF OFF OFF OFF 07:30 16:00 030 07:30 16:00 030 07:30 16:00 030

**POSTING COMMENTS:** 

**VACATED BY: DEWAUN BASSETT** EMP ID: 2068 ON DATE: 10/03/2025

JOB ID:<u>95788174</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** 06 TOUR II LDC:14 EG:1=Full Time

**Bidding Vacant** 20899768 MAIN ANNEX OPERATIONS w NEW GRAND Clerks -COST CENTER **RAPIDS ANNEX** NonHQ

JOB SLOT COMMENTS: OB IS LOCATED AT THE MP ANNEX - PAA - MANUAL PARCELS - EXPRESS - OTHER

**DUTIES AS ASSIGNED** 

**QUALIFICATIONS: VALID STATE DRIVER'S LICENSE** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0700-1530-30L-Su-MoS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 07:00 15:30 030 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:** 

ON DATE: 09/19/2025 **VACATED BY: Nicole Baker EMP ID: 347** 

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** VACANCY NOTICE

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JOB ID:71284976 2315-0063 MAIL PROCESSING CLERK

KP0013

**P7** TOUR III LDC:14 06

EG:1=Full Time

**Bidding Vacant** 

20899645

TOUR I MANUAL OPRNS UNIT w **NEW COST CTR** 

GRAND **RAPIDS ANNEX**  Clerks -

JOB SLOT COMMENTS:

P1

NonHQ

JOB IS LOCATED AT THE MP ANNEX - PAA - MANUAL FLATS - OTHER DUTIES AS

**ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-3 NON SCHEME** 

WORK SCHEDULE: 1830-0300-30L-Mo-TuS

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

**Thursday** Friday Saturday Sunday Monday Wednesday Tuesday

From To Brk From To 18:30 03:00 030 18:30 03:00 030 OFF OFF OFF OFF OFF OFF 18:30 03:00 030 18:30 03:00 030 18:30 03:00 030

**POSTING COMMENTS:** 

**VACATED BY: BENJAMIN DEHAAN** 

EMP ID: 9244

ON DATE: 09/05/2025

JOB ID:<u>71284846</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **TOUR II** 

LDC:11 EG:1=Full Time

**Bidding Vacant** 

**P7** 00043009 MAIN DISTRIBUTION TOUR-II

**GRAND RAPIDS** 

OCR/BCS/D Clerks -BCS/LMLM NonHQ

JOB SLOT COMMENTS:

JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER

**DUTIES AS ASSIGNED** 

**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 06:00 14:30 030 06:00 14:30 030 OFF OFF OFF OFF OFF OFF OFF 06:00 14:30 030 06:00 14:30 030 06:00 14:30 030

**POSTING COMMENTS:** 

**VACATED BY: KISHNA BROWN** EMP ID: ON DATE: 10/03/2025 593

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JOB ID:71301467 2315-0063 MAIL PROCESSING CLERK KP0013 TOUR III LDC:11 EG:1=Full Time **P7** 06 01015716 **AUTOMATION TOUR-III** Clerks -Bidding Vacant

**RAPIDS** 

GRAND NonHQ

JOB SLOT COMMENTS: JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER

**DUTIES AS ASSIGNED** 

QUALIFICATIONS: **SECTION: AUTOMATION** 

WORK SCHEDULE: 1400-2230-30L-Sa-SuS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk OFF OFF 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

**POSTING COMMENTS:** 

VACATED BY: JAMES KROPACZEWSKI EMP ID: 7489 ON DATE: 10/03/2025

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** 

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TOUR III

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JOB ID:<u>71301469</u> 2315-0063 MAIL PROCESSING CLERK

KP0013

TOUR III LDC:11 06 GRAND

EG:1=Full Time

EG:1=Full Time

Bidding Vacant

01015716 **AUTOMATION TOUR-III** 

**RAPIDS** 

Clerks -NonHQ

JOB SLOT COMMENTS:

JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER

**P7** 

**DUTIES AS ASSIGNED** 

QUALIFICATIONS: **SECTION: AUTOMATION** 

WORK SCHEDULE: 1400-2230-30L-Sa-FrS

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

Sunday Monday Tuesday Wednesday

Thursday Friday

From To Brk From To Brk From To Brk From To Brk From To Rrk 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 0FF OFF OFF

**POSTING COMMENTS:** 

**VACATED BY: VICTORIA NORRIS** EMP ID: 6606

JOB ID:<u>71536299</u> 2315-0063 MAIL PROCESSING CLERK

ON DATE: 10/03/2025

06

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01015716 **AUTOMATION TOUR-III GRAND** Clerks -

**RAPIDS** NonHQ

JOB IS LOCATED AT THE GMF - AFCS - AUTOMATION/LCREM RELIEF - OTHER

KP0013

**DUTIES AS ASSIGNED** 

**QUALIFICATIONS: SECTION: AUTOMATION** 

JOB SLOT COMMENTS:

WORK SCHEDULE: 1400-2230-30L-Sa-SuS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk OFF OFF 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

**POSTING COMMENTS:** 

**VACATED BY: JEFFREY STULTS** EMP ID: 5427 ON DATE: 10/03/2025

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JOB ID:<u>71573135</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** TOUR III LDC:11 EG:1=Full Time 06

**Bidding Vacant** 01015716 **AUTOMATION TOUR-III GRAND** Clerks -**RAPIDS** NonHQ

JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER JOB SLOT COMMENTS:

**DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: AUTOMATION** 

WORK SCHEDULE: 1400-2230-30L-Sa-SuS

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

**Friday** Wednesday Thursday Sunday Monday Tuesday

From To Brk From To OFF OFF 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

**POSTING COMMENTS:** 

**VACATED BY: JOYCE CRAWFORD** EMP ID: 9316 ON DATE: 10/03/2025

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** 

**VACANCY NOTICE** 

B6X6D0

JOB ID: 95804996 2315-0063 MAIL PROCESSING CLERK KP0013

**P7** 

EG:1=Full Time LDC:11

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Bidding Vacant

01015716 **AUTOMATION TOUR-III** 

GRAND **RAPIDS** 

06

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TOUR III

OCR/BCS/D Clerks -BCS/LMLM NonHQ

REQUESTED: 10/30/2025 07:25:46

JOB SLOT COMMENTS:

JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER

**DUTIES AS ASSIGNED** 

QUALIFICATIONS: **SECTION: AUTOMATION** 

WORK SCHEDULE: 1400-2230-30L-Sa-FrS

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

Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk From To Brk From To Brk From To Brk From To Rrk 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 14:00 22:30 030 OFF OFF

**POSTING COMMENTS:** 

**VACATED BY: IMARI LAMARR** \*\*\*\*\*\*\*\*\*\*\*\* EMP ID: 8679

ON DATE: 10/03/2025

JOB ID:<u>95836782</u> 2315-0063 MAIL PROCESSING CLERK KP0013 EG:1=Full Time **P7** 06 TOUR III LDC:11

**Bidding Vacant** 01015716 **GRAND** 

Clerks -

**AUTOMATION TOUR-III RAPIDS** NonHQ

> JOB IS LOCATED AT THE GMF - PAA - AUTOMATION - AFCS/LCREM RELIEF - OTHER **DUTIES AS ASSIGNED**

**QUALIFICATIONS: SECTION: AUTOMATION** 

JOB SLOT COMMENTS:

WORK SCHEDULE: 1400-2230-30L-Tu-WeS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 14:00 22:30 030 14:00 22:30 030 14:00 22:30 030 OFF OFF OFF OFF OFF OFF 14:00 22:30 030 14:00 22:30 030

**POSTING COMMENTS:** 

**VACATED BY: JEFFREY MCAULIFFE EMP ID: 3188** ON DATE: 10/03/2025

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JOB ID:<u>95639060</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** TOUR II LDC:14 EG:1=Full Time 06 **Bidding Vacant** 01016144 **TOUR II MANUAL OPERNS UNIT GRAND** Clerks -

NonHQ **RAPIDS** 

JOB IS LOCATED AT THE GMF - PAA - MANUAL - REGISTRY ROOM/GENERAL JOB SLOT COMMENTS: **EXPEDITOR/NIXIE RELIEF - OTHER DUTIES AS ASSIGNED** 

**QUALIFICATIONS:** 

**SECTION: T-2 NON SCHEME** 

WORK SCHEDULE: 0600-1430-30L-Tu-WeS

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

Thursday Sunday Monday Tuesday Wednesday Friday

From To Brk From To Brk From To Brk From To Brk From To 06:00 14:30 030 06:00 14:30 030 06:00 14:30 030 OFF OFF OFF OFF OFF OFF 06:00 14:30 030 06:00 14:30 030

**POSTING COMMENTS:** 

VACATED BY: Patricia Engelking EMP ID: 3738 ON DATE: 08/31/2025

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