

*****POST ON ALL BULLETIN BOARDS*****

September 9, 2020

MEMORANDUM FOR: ALL EMPLOYEES

SUBJECT: PERSONNEL CHANGE ORDER 2020-31

CLERK CRAFT:

POSTING NO: 227245 Clerk

OPENING DATE: 06/24/2020 CLOSING DATE: 07/03/2020

JOB ID: 95126482 2320-28XX BULK MAIL TECH KP0015 P7 07 LDC: 79 EG:1=Full Time
Vacant 01014347 BULK MAIL ACCEPTANCE SRVCS UNIT MID CAROLINA Clerks -
NonHQ

JOB SLOT COMMENTS: Must successfully complete the intro to BME, Pass Test 425 & Test 714.
Bidders who complete these components will attend trng in Norman Ok and
must pass the test. Employee will have collatrel duties in CSS/Plant
when not needed in BME.

QUALIFICATIONS: VALID STATE DRIVER'S LICENSE
425 BUSINESS MAIL ENTRY PREREQ (V1.2)
427 BUSINESS MAIL ACADEMY EXAM
714 DATA ENTRY (V1.1) LOW

SECTION:

WORK SCHEDULE: 1130-2000-30L-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	From	To	Brk
OFF	OFF	OFF	OFF	OFF	OFF	11:30	20:00	030	11:30	20:00	030	11:30	20:00	030	11:30	20:00	030	11:30	20:00	030

POSTING COMMENTS:

SUCCESSFUL BIDDER: DUNIFER, K EMP ID: 2495 EFFECTIVE: 09/12/2020 SEN DATE: 04/12/1997 RANK: 021

Barbara J. Brown

HR Generalist (Principal)