

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

January 19, 2022

MEMORANDUM FOR: ALL EMPLOYEES  
SUBJECT: PERSONNEL CHANGE ORDER 2022-03

**CLERK CRAFT:**

POSTING NO: 264218 Clerk OPENING DATE: 11/10/2021 CLOSING DATE: 11/19/2021  
JOB ID: 72573821 2320-0003 SALES,SVCS/DISTRIBUTION KP0013 P7 06 TOUR II LDC: 43 EG:1=Full Time  
ASSOC  
Vacant 00026502 BALLANTYNE CARRIER STATION BALLANTYNE Clerks -  
NonHQ

JOB SLOT COMMENTS: PAA Distribution, window and other duties as assigned.

QUALIFICATIONS: 421 SALES AND SERVICES (V3.9)

SECTION:

WORK SCHEDULE: 0500-1330-30L-Su-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
05:00	13:30	030	OFF	OFF	OFF	05:00	13:30	030	05:00	13:30	030	05:00	13:30	030	OFF	OFF	OFF	05:00	13:30	030

POSTING COMMENTS:

PENDING QUALIFICATION: RICHARDS, K EMP ID: 3740 EFFECTIVE: SEN DATE: 03/13/2021 RANK: 043

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Due to an Administrative error, on the current **Posting 268157** that opens 1/5/2022 and closes 1/14/2022, **Job ID 72088402** will not be awarded due to S. Sage placement back into this position effective **Saturday, January 15, 2022.**

Due to an Administrative error, **Job ID 72690794** on **Posting 268157**, Mail Processing Clerk, L&DC Building Clerk will not be awarded due to the position being an Unassigned Regular Position.

Due to an Administrative error, **Job ID 72902892**, **Posting 268157**, Sales, Svcs/Distribution Associate, Northeast Station will not be awarded and will be removed from this posting.

*Barbara J. Brown*

Workforce Planning Specialist Sr.