**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

Opening Date: 08/21/2020 Closing Date: 08/30/2020 Posting No: 231425 Clerk

JOB ID:<u>71298571</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** TOUR III LDC:11 EG:1=Full Time

**Bidding Vacant** 01019244 **TOUR III - GMF CLERKS, PL SALT LAKE** Clerks -NonHQ 320/321 CITY

TOUR 2 AUTOMATED LETTERS/AFCS AND OTHER DUTIES AS ASSIGNED. HEAVY JOB SLOT COMMENTS:

LIFTING AND PROLONGED STANDING REQUIRED#

# #

# #

**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1630-0100-30L-We-ThS

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 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 16:30 01:00 030

**POSTING COMMENTS:** 

**VACATED BY: AUTUMN JENSEN** EMP ID: 7570 ON DATE: 08/14/2020

JOB ID:<u>71299127</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** 06 TOUR III LDC:11 EG:1=Full Time

SALT LAKE 01019512 **TOUR III - GMF CLERKS, PL322** Clerks -**Bidding Vacant** 

AND CASUALS NonHQ CITY

TOUR 2 AUTOMATED LETTERS/AFCS AND OTHER DUTIES AS ASSIGNED, HEAVY JOB SLOT COMMENTS: LIFTING AND PROLONGED STANDING REQUIRED

**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1630-0100-30L-Sa-SuS

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

Saturday Sunday Monday Friday Tuesday Wednesday Thursday

From To Brk From To OFF OFF OFF OFF OFF 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

**POSTING COMMENTS:** 

**VACATED BY: Richard Faldmo** EMP ID: 9576 ON DATE: 08/14/2020

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Y3GTK0

JOB ID:71299148 2315-0063 MAIL PROCESSING CLERK

KP0013

TOUR III LDC:11 06

EG:1=Full Time

**Bidding Vacant** 

01019244 **TOUR III - GMF CLERKS, PL** 320/321

**SALT LAKE** CITY

Clerks -NonHQ

JOB SLOT COMMENTS:

AUTOMATED LETTERS/AFCS AND OTHER DUTIES AS ASSIGNED. HEAVY LIFTING AND

**P7** 

PROLONGED STANDING REQUIRED

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 1630-0100-30L-We-ThS

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 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 16:30 01:00 030

**POSTING COMMENTS:** 

**VACATED BY: DANIEL SPENCER** 

EMP ID: 29

LIFTING AND PROLONGED STANDING REQUIRED

ON DATE: 08/14/2020

06

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JOB ID:<u>71299200</u> 2315-0063 MAIL PROCESSING CLERK

KP0013 P7 **TOUR III - GMF CLERKS, PL**  TOUR III LDC:11 EG:1=Full Time

01019244

SALT LAKE CITY

Clerks -

320/321 JOB SLOT COMMENTS:

AUTOMATED LETTERS/AFCS AND OTHER DUTIES AS ASSIGNED, HEAVY

NonHQ

**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1630-0100-30L-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 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

**POSTING COMMENTS:** 

EMP ID: 2185 **VACATED BY: DANIELLE CHARLES** ON DATE: 07/20/2020

JOB ID:<u>71299217</u> 2315-0063 MAIL PROCESSING CLERK KP0013 **P7** TOUR III LDC:11 EG:1=Full Time SALT LAKE **Bidding Vacant** 01019244 **TOUR III - GMF CLERKS, PL** Clerks -

NonHQ 320/321 CITY

AUTOMATED LETTERS/AFCS AND OTHER DUTIES AS ASSIGNED. HEAVY JOB SLOT COMMENTS:

LIFTING AND PROLONGED STANDING REQUIRED

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**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1630-0100-30L-We-ThS

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

**Mo**nday Saturday Sunday Tuesday Wednesday Thursday Friday

From To Brk From To 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 16:30 01:00 030

POSTING COMMENTS:

**VACATED BY: LEVENI TOKI** EMP ID: 8674 ON DATE: 07/31/2020

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NIXIE/EXPRESS

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Y3GTK0

JOB ID:<u>72408958</u> 2315-0063 MAIL PROCESSING CLERK KP0013 06 TOUR III EG:1=Full Time

**Bidding Vacant** 

TOUR III - GMF CLERKS, 01019250

SALT LAKE CITY

Clerks -NonHQ

JOB SLOT COMMENTS:

PRIMARY REGISTRY CLERK. PRIMARY DUTIES ARE IN REGISTERY SECTION AND ANY OTHER D

**P7** 

UTIES AS ASSIGNED. PROLONGED STANDING AND HEAVY LIFTING REQUIRED.

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 1630-0100-30L-Sa-SuS

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 OFF OFF OFF OFF OFF OFF 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

**POSTING COMMENTS:** 

**VACATED BY:** EMP ID:

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ON DATE:

JOB ID: 70993174 0356-09XX DATA CONVERSION

**KP0007** 05 **P7** 

LDC:15 EG:1=Full Time

**OPERATOR** 

**Bidding Vacant** 

01017111 **ENCODING OPERATIONS UNIT** 

**SALT LAKE** CITY REC

Clerks -NonHQ

**TOUR III** JOB SLOT COMMENTS:

This is an FTF duty assignment, schedules and N/S days may change weekly. If awarded this bid you must call the Resource Center at 801-

973-5501 for your schedule.

**QUALIFICATIONS: 714 DATA ENTRY (V1.1) HIGH** 

DCO CBIT

SECTION:

WORK SCHEDULE: 1615-0045-30L-Tu-WeS

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

Saturday Sunday Monday Tuesday Wednesday **Thursday** Friday

Brk From To 16:15 00:45 030 16:15 00:45 030 16:15 00:45 030 OFF OFF OFF OFF OFF OFF 16:15 00:45 030 16:15 00:45 030

**POSTING COMMENTS:** 

JOB SLOT COMMENTS:

VACATED BY: Robyn Barr EMP ID: 2817 ON DATE: 07/19/2020

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JOB ID: 71291956 0356-09XX DATA CONVERSION KP0007 **P7** 05 LDC:15 EG:1=Full Time

**OPERATOR** 

**Bidding Vacant** 01017110 **ENCODING OPERATIONS UNIT** SALT LAKE Clerks -**TOUR II** CITY REC NonHQ

> THIS IS AN FTF DUTY ASSIGNMENT, SCHEDULES AND N/S DAYS MAY CHANGE WEEKLY. IF AWARDED THIS BID, YOU MUST CALL THE RESOURCE CENTER AT 801-

973-5501 FOR YOUR SCHEDULE.

**QUALIFICATIONS: 714 DATA ENTRY (V1.1) HIGH** 

DCO CBIT

SECTION:

WORK SCHEDULE: 1845-0315-30L-Tu-WeS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 18:45 03:15 030 18:45 03:15 030 18:45 03:15 030 OFF OFF OFF OFF OFF OFF 18:45 03:15 030 18:45 03:15 030

**POSTING COMMENTS:** 

**VACATED BY: JAYNE DEMINE** EMP ID: 7911 ON DATE: 08/14/2020

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**HUMAN CAPITAL ENTERPRISE SYSTEMS** 

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Y3GTK0

JOB ID:71388063 0356-09XX DATA CONVERSION **KP0007 P7** 05 LDC:15 EG:1=Full Time

**OPERATOR** 

**Bidding Vacant** 01017111 **ENCODING OPERATIONS UNIT** SALT LAKE Clerks -**TOUR III** NonHQ CITY REC

This is a FTF duty assignment. Begin tour and non-scheduled days may JOB SLOT COMMENTS:

change weekly. If awarded this bid you must call the Resource Center at

801-973-5501 for your schedule.

**QUALIFICATIONS: 714 DATA ENTRY (V1.1) HIGH** 

DCO CBIT

SECTION:

WORK SCHEDULE: 1815-0245-30L-Tu-WeS

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

Monday Tuesday Wednesday Thursday Friday Sunday Brk From To Brk 18:15 02:45 030 18:15 02:45 030 18:15 02:45 030 OFF OFF OFF OFF OFF 18:15 02:45 030 18:15 02:45 030

POSTING COMMENTS:

**VACATED BY: ASHLEY POWERS** EMP ID: 8417 ON DATE: 08/14/2020

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JOB ID: 70353786 2320-0003 SALES, SVCS/DISTRIBUTION KP0013 **P7** 06 TOUR II LDC:43 EG:1=Full Time

ASSOC

**Bidding Vacant** 20023308 AMC STATION **AIRPORT** Clerks -

JOB SLOT COMMENTS: POOL & RELIEF/WILL COVER ABSENCES OF EMPLOYEES ASSIGNED TO SALT LAKE

STATIONS & BRANCHES. HEAVY LIFTING/PROLONGED STANDING REQUIRED. OTHER DUTIES AS ASSIGNED. VARIABLE WORK SCHEDULE: SAT/THU/FRI: 0315-1145-30L;

Wednesday

**Thursday** 

Friday

MON: 0200-1030-30L; TUE: 0600-1430-30L; NS: SUN/WED

**QUALIFICATIONS: 421 SALES AND SERVICES (V3.9)** 

Sunday

SECTION:

WORK SCHEDULE:

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

Tuesday From To Brk From To Brk From To Brk From To Brk From To Brk

**POSTING COMMENTS:** 

**VACATED BY: Masako Kenley** EMP ID: 7217 ON DATE: 08/14/2020

Monday

JOB ID: 70949749 2315-06XX PARCEL POST DIST-MACHINE KP0012 **P7** EG:1=Full Time 06 TOUR III LDC:13 **ASF CLERKS SPBS TOUR-III Bidding Vacant** 20949531 SALT LAKE Clerks -**CITY ANNEX** NonHQ

JOB SLOT COMMENTS: ULS/APBS and other duties as assigned. Heavy Lifting Required, prolonged

standing required.

**QUALIFICATIONS: SPBS DEXTERITY** 

SECTION:

WORK SCHEDULE: 1700-0130-30L-Sa-SuS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

Brk From To OFF OFF OFF OFF OFF 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 17:00 01:30

**POSTING COMMENTS:** 

**VACATED BY: Kurt Johnson** EMP ID: 6376 ON DATE: 08/14/2020

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JOB ID:71350860 2315-0063 MAIL PROCESSING CLERK

KP0013 **P7** 06 LDC:13

EG:1=Full Time

**Bidding Vacant** 

20949531

**SALT LAKE CITY ANNEX**  Clerks -NonHQ

JOB SLOT COMMENTS:

AFSM and other duites as assigned. Prolonged standing and heavy lifting

**ASF CLERKS SPBS TOUR-III** 

required.

**QUALIFICATIONS:** 

SECTION:

WORK SCHEDULE: 1700-0130-30L-Mo-TuS

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 17:00 01:30 030 17:00 01:30 030 OFF OFF OFF OFF OFF 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030

**POSTING COMMENTS:** 

**VACATED BY: Michael Bramble** 

EMP ID: 9463

ON DATE: 08/14/2020

06

**P7** 

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JOB ID: 71363971 2315-06XX PARCEL POST DIST-MACHINE KP0012

TOUR III LDC:13

EG:1=Full Time

JOB SLOT COMMENTS:

20949531

**ASF CLERKS SPBS TOUR-III** 

SALT LAKE **CITY ANNEX**  Clerks -NonHQ

SPBS/ULS/other duties as assigned. Heavy lifting required, prolonged

standing required.

**QUALIFICATIONS: SPBS DEXTERITY** 

SECTION:

WORK SCHEDULE: 1700-0130-30L-Th-FrS

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

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

From To Brk 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 17:00 01:30 030 OFF OFF OFF OFF

**POSTING COMMENTS:** 

JOB SLOT COMMENTS:

**VACATED BY: ANDREA EISERT** EMP ID: 2033 ON DATE: 08/14/2020

JOB ID: 71470593 2315-06XX PARCEL POST DIST-MACHINE KP0012 **P7** TOUR I LDC:13 EG:1=Full Time SALT LAKE **Bidding Vacant** 21080290 **ASF OPERATIONS TOUR-I** Clerks -

**CITY ANNEX** NonHQ SPBS/ULS AND OTHER DUTIES AS ASSIGNED, HEAVY LIFTING AND PROLONGED

STANDING REQUIRED

**QUALIFICATIONS: SPBS DEXTERITY** SECTION:

WORK SCHEDULE: 2130-0600-30L-Su-MoS

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

**Friday** Monday Wednesday Thursday Sunday Tuesday

Brk From To 21:30 06:00 030 OFF OFF OFF OFF OFF 21:30 06:00 030 21:30 06:00 030 21:30 06:00 030 21:30 06:00 030

**POSTING COMMENTS:** 

**VACATED BY: KYLEE TITENSOR** EMP ID: 7675 ON DATE: 08/14/2020

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**HUMAN CAPITAL ENTERPRISE SYSTEMS VACANCY NOTICE** 

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JOB ID:95734317 2315-26XX REVIEW CLK

KP0015 **P7**  TOUR II LDC:13 EG:1=Full Time

**Bidding Vacant** 

20949526

**ASF OPERATIONS TOUR-II** 

**SALT LAKE** CITY ANNEX

07

Clerks -NonHQ

JOB SLOT COMMENTS:

HEAVY LIFTING AND PROLONGED STANDING REQUIRED, A & B PRIMARY SCHEME

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 0800-1630-30L-Mo-TuS

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

Wednesday Thursday Friday Sunday Monday Tuesday

From To Brk 08:00 16:30 030 08:00 16:30 030 OFF OFF OFF OFF OFF 08:00 16:30 030 08:00 16:30 030 08:00 16:30 030

**POSTING COMMENTS:** 

**VACATED BY: Eric Fernelius EMP ID: 865** ON DATE: 08/14/2020

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JOB ID:95806311 2315-06XX PARCEL POST DIST-MACHINE KP0012 **P7** 06 TOUR I LDC:13 EG:1=Full Time

SALT LAKE **Bidding Vacant** 20949531 **ASF CLERKS SPBS TOUR-III** Clerks -**CITY ANNEX** NonHQ

JOB SLOT COMMENTS: SPBS/ULS AND OTHER DUTIES AS ASSIGNED. HEAVY LIFTING/PROLONGED STANDING

REQUIRED.

CMS Job Slot ID: 8555774

**QUALIFICATIONS: SPBS DEXTERITY** 

SECTION:

WORK SCHEDULE: 2130-0600-30L-Su-MoS

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

Friday Saturday Sunday Monday Tuesday Wednesday Thursday From To Brk 21:30 06:00 030 OFF OFF OFF OFF OFF 21:30 06:00 030 21:30 06:00 030 21:30 06:00 030 21:30 06:00 030

**POSTING COMMENTS:** 

ON DATE: 08/14/2020 **VACATED BY: PAMELA WESSINGER** EMP ID: 243