

United States Postal Service

External Publication for Job Posting 75742127

If this job requires qualification on an examination, the number of applicants who will be invited to take or retake the examination may be limited.

Branch

Oklahoma District

Job Posting Period

02/28/2014 - 03/09/2014

This job has an exam requirement. Currently, applicants for this posting who do not yet have an exam score are being invited to take the exam. Examining will continue until capacity has been reached.

Job Title

PSE LABORER CUSTODIAL

Facility Location

TULSA
2132 S 91ST EAST AVE
TULSA, OK 74141-9997

Position Information

TITLE: PSE LABORER CUSTODIAL

FLSA DESIGNATION: Non-Exempt

OCCUPATION CODE: 2395-0001

NON-SCHEDULED DAYS: VARIES

HOURS: PSE Custodians must be available to work nights, weekends, holidays, and on an as needed basis.

NIGHT TIME DIFFERENTIAL FOR HOURS WORKED FROM 6:00pm TO 6:00am--SALARY RANGE: \$12.94 PER HOUR

FINANCE NUMBER: 398350

BENEFIT INFORMATION: Opportunities for pay raises, paid vacation days, and access to health insurance after the first 360-day term.

Persons Eligible to Apply

ALL applicants must apply at <http://www.usps.com/employment>. Paper applications will NOT be accepted. If notified for interview, you must appear IN PERSON at the Post Office for interview. Questions may be directed to the manager at 918-270-7480.

Applicants must live within 50 miles of the facility address in order to be eligible for this position because the work is an on-call availability and candidates need to be present for various screening activities.

We will communicate with you by email concerning your application, so it is very important that you are able to receive our messages. Please add the following email addresses to your contact list right away to allow correspondence, especially if you use SPAM blocking software, use a yahoo account, or use a work or military email address!

ecareerworkflow@usps.gov

usps_support@panpowered.com

Background Check

The Inspection Service criminal background check is conducted using United States information resources only (e.g., FBI fingerprint check, state and county checks). A criminal background check involves a 5-year inquiry for any location where the individual has resided, worked or gone to school within the United States or its territories. As a result of this limitation, the criminal background checks of individuals who have not resided in the United States or its territories for the preceding 5-years may not be considered complete. The Inspection Service may be able to process inquiries for U.S. Citizens only, but only if their time spent out of the country was spent as: a trailing spouse or dependent of someone working for the U.S. government (military or civilian), a missionary, a student attending school in a foreign country, a Peace Corps participant, or as an employee of a U.S.-based employer/company. If the Inspection Service is unable to perform a complete background check because of residency outside the United States, such individuals will be ineligible for Postal employment.

Functional Purpose

Performs manual labor in connection with maintenance and cleaning of the buildings and grounds of a postal facility; assists in firing low pressure boiler and in making minor repairs to the building and equipment.

DUTIES AND RESPONSIBILITIES

1. Makes or assists in making minor maintenance repairs to building and equipment.
2. In smaller buildings assists the fireman-laborer in firing the boiler; in firemen-laborer's absence fires and cleans the boiler.
3. Operates a variety of power driven equipment such as floor scrubbers, floor sanders, waxers, and wall washers; adjusts brushes, buffers, and other attachments on machines; uses wax, polish, and other protective agents appropriate for the various surfaces; washes walls and ceilings from scaffolding.
4. Performs general laboring duties such as uncrating and assembling furniture and fixtures using bolts and screws for assembly, loading and unloading supplies and equipment.
5. Performs janitorial duties such as cleaning, scrubbing, waxing, and polishing floors; washes walls and ceiling; dusts furniture and fixtures; cleans hardware and toilet fixtures; washes windows; cares for lawns and shrubs; cleans sidewalks and driveways and removes ashes, snow and ice.
6. In addition, may: operate elevator, stack supplies in storage rooms and on shelves; move furniture and equipment.

SUPERVISION

Supervisor of unit to which assigned.

The United States Postal Service has the following excellent and challenging employment opportunity for highly motivated and innovative individuals. Successful candidates must demonstrate through a combination of education, training, and experience the following requirements:

Requirements

1. Physical Requirements: Applicants must be physically able to perform efficiently the duties of the position with or without reasonable accommodation.
2. FUNCTION: Performs manual labor in connection with maintenance and cleaning of the buildings and grounds of a postal facility; assists in firing low pressure boiler and in making minor repairs to the building and equipment. DESCRIPTION OF WORK: See the Standard Position Description for the Occupation Code given above. REQUIREMENTS: KNOWLEDGE, SKILLS, & ABILITIES REQUIREMENTS: This section is composed of Knowledge, Skills, and Abilities (KSAs) which are required to satisfactorily perform the tasks of the position. Applicants must demonstrate that they possess a sufficient level of each KSA, to include at least minimum competency for senior-qualified positions to enable them to perform these tasks satisfactorily. Applicants demonstrate these levels by describing examples of experience, education, or training, any of which may be non-postal. Ratings are based on the demonstration of the level of possession of each of the KSAs. Failure to demonstrate any KSA is disqualifying. 1. Ability to work at heights above floor level, such as from ladders, vert-a-lifts,

walkways, and scaffolds. 2. Ability to understand and carry out oral instructions expressed in English. EXAMINATION REQUIREMENTS: Applicants must successfully complete Postal Service Test 916. PHYSICAL REQUIREMENTS: 1. Applicants must be physically able to perform efficiently the duties of the position. These duties may involve using a variety of hand and power-assisted tools, and power-driven custodial equipment. 2. Applicants must have the ability to stand, stoop, bend, and stretch for long periods of time and to manually lift and carry objects weighing 45 pounds or more, without assistance.

Qualified applicants must successfully pass a pre-employment drug screening to meet the U.S. Postal Service's requirement to be drug free. Applicants must also be a U.S. citizen or have permanent resident alien status.

IMPORTANT INFORMATION:

Applications must be submitted by 11:59 p.m., Central Time, of the posting's closing date. Applicants claiming veterans' preference must attach a copy of member copy 4 (only) of Certificate of Release or Discharge from Active Duty (DD Form 214) or other proof of eligibility if claiming 10-point veterans' preference. The United States Postal Service (USPS) is an equal opportunity employer. The USPS provides reasonable accommodation for any part of the application, interview, and/or selection process, please make your request to the examiner, selecting official or local manager of Human Resources. This request can also be made by someone on your behalf. Explain the nature of your limitations and the accommodation needed. The decision on granting reasonable accommodation will be on a case-by-case basis.

SPECIAL NOTE: Current career Postal Service employees are ineligible to apply to this posting.