

# United States Postal Service

## *External Publication for Job Posting 75413443*

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*

Alabama District

### *Job Posting Period*

02/19/2014 - 03/12/2014

### *Job Title*

OPERATIONS INDUSTRIAL ENGINEER (FIELD)

### *Facility Location*

MONTGOMERY PROCESSING & DISTRIBUTION CENTER  
6701 WINTON BLOUNT BLVD  
MONTGOMERY, AL 36119-9998

Contact Information: Please do not submit inquiries regarding the status of your application as we will be unable to respond. Inquiries about the position may be made by contacting YOLANDA MURRAY @ [yolanda.c.murray@usps.gov](mailto:yolanda.c.murray@usps.gov).

Applicants must apply on line at [www.usps.com](http://www.usps.com). Resumes and paper applications will NOT be accepted.

### ATTENTION VETERANS:

In order to claim Veterans Preference, you must attach the Member 4 Copy of your DD214. Disabled Veterans must attach the Member 4 Copy of your DD214 AND a copy of your Overall Combined Disability Rating letter from the VA containing NO monetary or medical information. Letter must be dated since 1992. You may call the Department of Veterans Affairs at 1-800-827-1000 to obtain necessary documents. Failure to provide documentation will result in removal of preference.

ATTENTION! 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](mailto:ecareerworkflow@usps.gov)  
[usps\\_support@panpowered.com](mailto:usps_support@panpowered.com)  
[USPSeServices@geninfo.com](mailto:USPSeServices@geninfo.com)

Free email addresses are available from a number of sources (for example: [www.google.com](http://www.google.com), [www.yahoo.com](http://www.yahoo.com), [www.aol.com](http://www.aol.com) and [www.hotmail.com](http://www.hotmail.com)) Keep a record of your User Name and Password.

Note: Not all browsers support the application. For Linux and Mac OS X operating systems, only the Mozilla 1.7.5 and Firefox 1.9 browsers are supported. For Apple Leopard OS, you will have to set your browser to enable java scripting.

Read the job posting information carefully before your start completing your application online.

### ***Position Information***

TITLE: OPERATIONS INDUSTRIAL ENGINEER (FIELD)

GRADE: EAS - 21

FLSA DESIGNATION: Exempt

OCCUPATION CODE: 0896-0005

NON-SCHEDULED DAYS: Sunday/Monday

HOURS: 07:00 A.M. to 04:00 P.M.

The successful candidate will be required to work all tours as work and projects are assigned, and some weekends, depending on the schedule of operations.

SALARY RANGE: 54,105.00 - 91,247.00 USD Annually

FINANCE NUMBER: 15631

BENEFIT INFORMATION: The salary will be based on previous experience, salary history, and current postal pay policies. We offer excellent benefits including health and life insurance, retirement plan, savings/investment plan with employer contribution, flexible spending, flextime scheduling of core work hours, annual and sick leave.

### ***Persons Eligible to Apply***

Applicants must live within local commuting distance of the facility listed in order to be eligible for this position because the work is performed in the Facility location and candidates will need to be present for screening activities, including an interview.

Applicants must be 18 years or older. Males born after December 31, 1959 must be registered with Selective Service to work for the USPS (certain exceptions apply). If you are a military veteran, you must attach a copy of your DD214 (Member 4 copy) to your application. Disabled veterans must attach a copy of the disability rating letter from VA dated since 1992.

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 U.S. citizen or have permanent resident alien status. Applicants must have a current valid Florida State Driver's License, a safe driving record, and at least two years of documented driving experience for positions with driving requirements.

Note: Veterans who are entitled to Veterans preference and/or covered by the Veterans Employment Opportunity Act may apply for any position. Veterans must include in their candidate profile a copy of their DD 214, MEMBER COPY 4 ONLY. This is required since this copy provides the Discharge information necessary for review and acceptance. In addition, if claiming Veterans Preference due to VA Compensation, you must include a copy of the VA Decision that indicates your percentage only. Do not include any documents that indicate any medical information. Medical Documentation is not acceptable and must only be provided to a Medical Specialist after a job offer is made.

### ***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***

Oversees and applies nationwide industrial engineering, standardization, and continuous improvement policies, standards,

and processes to improve service and cost performance through direct involvement in mail processing operations.

## DUTIES AND RESPONSIBILITIES

1. Performs analysis of mail processing operations using industrial engineering and continuous improvement principles to improve service, productivity and cost performance.
2. Implements national standardization programs and processes through direct involvement in mail processing operations to improve service, productivity, and cost performance.
3. Develops costing and staffing models to promote the effective use of employees and equipment; provides advice and guidance on how to best schedule employees to meet mail volumes and time constraints.
4. Develops alternatives to improve operating performance and reduce costs; monitors the implementation of new procedures and evaluates and reports on results.
5. Provides input for the preparation and justification for new and altered facilities and equipment; recommends changes to workroom floor layout of equipment and operations.
6. Provides technical advice and guidance to managers throughout the facility on all aspects of engineering; may coordinate the work of operations support specialists and technicians.
7. Oversees and monitors operations and equipment performance using national and local reporting metrics to improve service, productivity, and cost performance.
8. Leads multi-functional teams working on service, cost and productivity improvement efforts.
9. Provides training to mail processing managers and employees on standardization and continuous improvement tools and processes using nationally developed training material.
10. Communicates orally and in writing to provide technical advice, program guidance, training and policy interpretation to both Headquarters and field offices.
11. Exercises a normal regard for the safety of self and others; uses normal protective care of materials and equipment used.

## SUPERVISION

Manager of organizational 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. Knowledge of industrial engineering theory, principles, techniques and practices related to layout planning, work simplification, process analysis, work measurement, quality control, ergonomics and material handling.
2. Ability to provide oral and written technical guidance, training, and policy interpretation related to industrial engineering, standardization, and continuous improvement processes.
3. EDUCATION REQUIREMENT: Applicants must possess one of the following: a. Bachelor of Science degree in an engineering program accredited by the Accreditation Board for Engineering and Technology (ABET); b. Masters of Science in an engineering field from a college or university accredited by ABET.
4. Ability to evaluate experimental, prototype, and retrofit equipment.
5. Ability to implement industrial engineering principles as related to work methods improvement, operational performance improvement, work measurement, and employee scheduling and staffing.
6. Ability to develop layouts for operations, processes, systems and equipment.
7. Ability to lead multi-functional performance improvement teams.

This is a two-step application process requiring you to create a profile and submit an application for the position you are applying for:

You will receive two email confirmations:

1. An email confirming your profile is complete.
2. After submitting your application you will receive a second email confirming your application has been successfully submitted.

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.

The Fair Chance to Compete for Jobs Act of 2019 (Fair Chance Act) prohibits the Postal Service from inquiring into the criminal history of applicants before a conditional offer of employment has been made and sets out penalties for individual employees who violate the law. An applicant who feels their rights under this federal law have been violated has 30 days from the date of the alleged violation to file a complaint with the Postal Service at [FairChanceActSupport@usps.gov](mailto:FairChanceActSupport@usps.gov). Further information can be found at [www.usps.com](http://www.usps.com).

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