

# United States Postal Service

## *External Publication for Job Posting 84230487*

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*

Great Lakes Area Office

### *Job Posting Period*

02/04/2015 - 02/25/2015

### *Job Title*

OPERATIONS INDUSTRIAL ENGINEER (FIELD)

### *Facility Location*

JT WEEKER INTERNATIONAL SERVICE CENTER  
11600 W IRVING PARK RD  
CHICAGO, IL 60688-9998

\*\*\*\*ATTENTION APPLICANTS\*\*\*\*

\*\*YOU MUST ATTACH a copy of your resume\*\*

\*\*YOU MUST ATTACH a copy of an official or unofficial copy of your college transcript\*\*

\*\*YOU MUST DEMONSTRATE in writing the requirements listed below through a combination of education, training, and experience. You may use both your summary of accomplishments (under the education heading) and Description of Duties (under work history) to address each of the requirements listed below on your Candidate Profile.

### *Position Information*

TITLE: OPERATIONS INDUSTRIAL ENGINEER (FIELD)

GRADE: EAS - 23

FLSA DESIGNATION: Exempt

OCCUPATION CODE: 0896-0009

NON-SCHEDULED DAYS: Saturday/Sunday

HOURS: 08:00 A.M. to 05:00 P.M. SALARY RANGE: 62,532.00 - 106,367.00 USD Annually

FINANCE NUMBER: 160049

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*

This position is posted nationwide to all qualified applicants. Veterans who are entitled to veterans preference and/or covered by the Veterans Employment Opportunity Act may apply for any posted position.

All applicants must apply on line at [www.usps.com/employment](http://www.usps.com/employment). Paper or Emailed Applications for Employment will not be accepted in person or by email. You must have a valid email address to apply for this position. Communication regarding employment opportunities, examinations, interviews and background checks will be conveyed by email.

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 domain addresses to your contact list right away to allow correspondence, especially if you use SPAM blocking software, use a yahoo or gmail account, or use a work or military email address!

@usps.gov

@psionline.com

@geninfo.com

NOTICE TO CURRENT NON-CAREER POSTAL SERVICE EMPLOYEES - Current non-career Postal Service employees who wish to apply for this vacancy must go to [usps.com/employment](https://usps.com/employment) and use your existing eCareer Profile to apply. Do not log into LiteBlue; if you logged into LiteBlue, log out and close your browser before going to [usps.com/employment](https://usps.com/employment).

### **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 the largest mail processing operations. Provides technical advice and guidance to lower level industrial engineers and operations support specialists.

### **DUTIES AND RESPONSIBILITIES**

1. Oversees and performs analysis of mail processing operations using industrial engineering and continuous improvement principles to improve service, productivity, and cost performance.
2. Coordinates the implementation of 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 in how to best schedule employees to meet mail volumes and time constraints.
4. Develops and reviews 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 lower level operations industrial engineers and operations support specialist.
7. Oversees and monitors operations and equipment performance using national and local reporting metrics to improve service, productivity, and cost performance.
8. Oversees and 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 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.

APPLICANT MUST ATTACH A COPY OF THEIR RESUME AND COLLEGE TRANSCRIPTS.

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.