

United States Postal Service

External Publication for Job Posting 79926513

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

South Jersey District

Job Posting Period

09/09/2014 - 09/24/2014

Job Title

CASUAL (CEP)

Facility Location

SOUTH JERSEY PROCESSING & DISTRIBUTION CENTER
421 BENIGNO BLVD
BELLMAWR, NJ 08031-9997
CONTACT NAME: MS LOGAN (856) 933-4340

Position Information

TITLE: CASUAL (CEP)

GRADE: E6 - 07

FLSA DESIGNATION: Non-Exempt

OCCUPATION CODE: 5201-0008

NON-SCHEDULED DAYS: VARIES

HOURS: THIS IS A 24 HOUR OPERATION. You will be required to work weekends, holidays and Sundays. You may be required to work 6 days per week.

ALL CONTACT WILL BE VIA EMAIL. PLEASE ENSURE YOU ARE USING A VALID EMAIL ADDRESS WHEN APPLYING. 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 us a military address.

ecareerworkflow@usps.gov

usps_support@panpowered.com

USPSeServices@geninfo.com

SALARY RANGE: \$11.00 per hour

FINANCE NUMBER: 337929

BENEFIT INFORMATION: This posting is for the holiday beginning approx. mid-November thru mid-January. This position is not a full time position and does not include benefits or paid time off. Candidates will need to be present for screening activities, including an interview in the facility location or vicinity. Serious applicants only need apply.

Persons Eligible to Apply

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). Applicants, if you have served in the military, you must attach a copy of your DD214, a copy of member copy 4 to your profile. If you are a disabled veteran, you must also attach a copy of your rating letter from the Veterans Administration to your profile.

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 mail handling, mail processing, or a combination of such duties on a supplemental basis during a Casual Exception Period (CEP).

DUTIES AND RESPONSIBILITIES

1. Separates all class of mail.
2. Culls, faces, and cancels mail.
3. Loads, unloads, and moves bulk mail. Empties mail from mail containers (bags, hampers, etc.) and loads mail into mail containers. Performs other duties incidental to the moving and processing of mail and related mail handling equipment.
4. In addition, may perform other miscellaneous duties, as assigned.
5. Exercises normal protective care for equipment and materials used.
6. Exercises a normal regard for the safety of self and others.
7. Operates equipment assigned to the jurisdiction of the Mail Handler Craft.

SUPERVISION

Supervisor of unit to which assigned.

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. Further information can be found at www.usps.com.

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