

# United States Postal Service

## *External Publication for Job Posting 80389419*

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*

Northland District

### *Job Posting Period*

09/25/2014 - 10/13/2014

### *Job Title*

CASUAL (CEP)

### *Facility Location*

MINNEAPOLIS P&DC  
100 S 1ST ST  
MINNEAPOLIS, MN 55401-2002

SAINT PAUL P&DC  
3232 DENMARK AVE  
EAGAN, MN 55121

MPLS/STP NDC  
3165 LEXINGTON AVE S,  
EAGAN, MN 55121-2288

### *Position Information*

TITLE: CASUAL (CEP)  
NON-SCHEDULED DAYS: VARIED  
HOURS: VARIED

Casuals hold temporary appointments for periods not-to-exceed 359 days. Subsequent appointments after a 6 day break in service may be offered but are not guaranteed and should not be expected because the use of Casuals is discretionary and subject to business needs.

Casual Mail handlers needed for Minneapolis/Saint Paul Metro areas. Positions available on first-come first-served basis. Physically demanding job in a warehouse setting. Successful candidates will work up to six days per week, 30-50 hours per week on average. Must be available weekends and holidays. Afternoon and evening shifts available. Casual positions do not lead to permanent employment, but strong performers are likely to continue working after the first of the year. \$10/hour in Minneapolis, \$11/hour in St Paul and Eagan. Additional shift differential pay for hours worked between 6pm and 6am. Overtime pay after 40 hours per week. All applicants must apply online. SALARY RANGE: \$10 OR \$11 PER HOUR

FINANCE NUMBER: 266362

BENEFIT INFORMATION: No benefits provided at this time.

### *Persons Eligible to Apply*

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.

NOTE: 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                      @panpowered.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](http://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](http://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**

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.

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. These jobs do not have qualification standards. They are NOT TO BE FILLED without specific authorization from Organizational Effectiveness, Employee Resource Management, Headquarters.
2. Must pass background and drug screens.

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.