

US POSTAL SERVICE
SAN ANTONIO, TX 78284-9998

BEST QUALIFIED – TRAINING TECHNICIAN PEDC, P7 07, VACANCY (1 POSITION – JOB # 71744111)

The position listed on the attached sheet is posted a **BQ SELECTION ON AN OFFICE WIDE BASIS REGARDLESS OF CRAFT.**

The Training Technician PEDC position is a Clerk Craft. If the successful bidder is from another craft, they will become a Clerk Craft employee and start a new period of seniority.

HOW TO APPLY: Employees must submit a completed PS form 991 and all other required documents to HR Field Recruiter, ATTN: Ivonna M. Molina, 1 Post Office Dr., San Antonio TX 78284-9998. PS Form 991 **must be received or postmarked no later than the closing date below. Round-dated stamps will not be accepted.** USE FORM 991 DATED JUNE 2014, previous forms are obsolete. **Incomplete/unsigned or incorrectly filled out Forms 991 will not be considered. Remember, it is the sole responsibility of the applicant to ensure that their PS Form 991 is received timely and in accordance with instructions. If you have any questions, call 210-368-8425 or 210-368-8436 8:00 a.m. to 5:00 p.m. Monday-Friday.**

SPECIAL NOTE: REQUIREMENTS (Knowledge, Skills & Abilities) MUST BE ADDRESSED INDIVIDUALLY ON PS FORM 991. Incomplete, unsigned, or incorrectly filled out **PS Forms 991** will not be considered. Applicants must demonstrate basic computer skills (**Exam 718**). In order to determine eligibility or process enrollment, you must **submit a completed data collection sheet.** Applicants must have a safe driving record. The selected candidate will be asked to provide consent for a motor vehicle record check. Physical and additional requirements must also be met by the applicant. These forms can be obtained from the Training Office, Human Resources Office.

Employees applying for BEST QUALIFIED positions are notified of the intention to use information contained in official records available as of the closing date of this posting to determine qualifications. If available evidence of your qualifications is incomplete, **you are responsible for providing us with the appropriate information** to update your records prior to the closing date of this posting.

Qualification requirements of EL-303 apply. Additional duties as assigned by Supervisor.

Work Schedule: 0730 – 1630 – 60L – Sa – SuS

Any employee temporarily disabled must provide medical certification within 10 days from the date of the award posting indicating that the employee will be able to fully perform the duties of the bid position within (6) months of the bid. If the employee fails to provide such certification, the bid shall be disallowed, and if the assignment was awarded, the employee shall become an unencumbered employee and the bid will be reposted. Under such circumstances, the employee shall not be eligible to re-bid the next posting of that assignment.

VACANCY/BULLETIN: #07-BQV-18

DATE POSTED: July 28, 2018

DATE WITHDRAWN: August 6, 2018

DISTRIBUTION: DISTRICT, CSO, SAPO, SA P&DC, ANNEX, SA VMF, UNIONS

The USPS provides reasonable accommodations to qualified individuals with disabilities. If you need accommodations for any part of the application, bidding, interview, and selection process, please contact Human Resources Office at 210-368-8396. Reasonable accommodations will be granted on a case-by-case basis.