

September 12, 2025
NOTICE TO ALL EMPLOYEES
SAN ANTONIO BID CLUSTER

Bulletin: #378547-CKV-25

Job Bid ID 71834882 (LEAD MAIL PROCESSING CLERK) will be awarded with corrected Schedule: 1600-0030-30L-Mo-TuS and corrected Job Slot Comments (Principal Assignment Area and duties).

JOB ID: 71834882 2315-7153 LEAD MAIL PROCESSING KP0013 P7 07 TOUR III LDC:14 EG:1=Full Time
CLERK

Bidding Vacant 21084376 SAN ANTONIO ANNEX SAN ANTONIO ANNEX Clerks - NonHQ

JOB SLOT COMMENTS: PRINCIPAL ASSIGNMENT AREA: ANNEX - SPBS OPS LEAD MAIL PROCESSING CLERK. PROCESS MAIL NOT REQUIRING SPBS QUAL, MONITOR MAIL FLOW & DISPATCH, RESOLVES ISSUES, MAINTAINS EFFICIENCIES, DIRECT & TRAIN EMPLOYEES, AND ANY OTHER DUTY AS ASSIGNED BY SUPV. 1 YR MAIL PROCESSING EXPERIENCE, WORKS INDEPENDENTLY, KNOW POSTAL POLICY/REGS/RULES, ABILITY TO GIVE CLEAR INSTRUCTIONS TO EMPLOYEES. WILL PERFORM TACS DUTIES - MUST COMPLETE REQUIRED TACS/eRMS TRAINING.

QUALIFICATIONS :

SECTION: ANNEX MAN OPS TOUR 3

WORK SCHEDULE: 1600-0030-30L-Mo-TuS

All schedules display 'service days' according to USPS policy.

Saturday			Sunday			Monday			Tuesday			Wednesday			Thursday			Friday		
From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk	From	To	Brk
16:00	00:30	030	16:00	00:30	030	OFF	OFF	OFF	OFF	OFF	OFF	16:00	00:30	030	16:00	00:30	030	16:00	00:30	030

POSTING COMMENTS :

VACATED BY : Gary Smart

EMP ID: 1617

ON DATE: 07/16/2025
