

# Notice of Vacancy in Assignment(s)



Post this notice on the bulletin board in your station or unit for the full time of posting as shown below. Remove on the date and at the time shown below. Retain in your office as required.

**Note to Employee:** Use Form 1717, *Bid for Preferred Assignment*, to bid for the assignment(s) described below. Your bid(s) must have been received in the Personnel Office no later than the date and time shown below. Under no circumstances will your bid(s) be accepted after the date and time specified. Complete a separate Form 1717 for each position desired and number them in order of preference.

## Vacancy No. CL-001 Clerk Craft-1- Position

DATA COLLECTION TECH      PS-07      OCCUPATIONAL CODE      030169XX

POSITION ID #      95611972

**DA CODE 110**

LOCATION      GRAND RAPIDS POST OFFICE 253923

DUTY HOURS/BASIC WORK WEEK      0000-0830-30L

OFF DAYS      SAT,SUN

WORK AREA      GRAND RAPIDS MI 49501

**REQUIREMENTS:**  
BEST QUALIFIED POSITION, APPLICANT MUST SUBMIT FORM 991, &"B" FACTORS, BOTH ARE AVAILABLE IN THE PERSONNEL OFFICE BY 1:00PM ON OR BEFORE THE CLOSING DATE. MUST COMPLETE & PASS ODIS-RPW,CCS,IOCS,TRACS & OTHER DUTIES AS ASSIGNED. OF-346 IS REQUIRED. CMS JOB SLOT 1D: 2329831

\*\*Vacated by ALEJANDRA CALDERA

Send completed 991's to:      Jeff Vanvelzor  
PO BOX 9999  
Saginaw, MI 48605-9999

**\*\*ONLY MANUAL BID CARDS WILL BE ACCEPTED FOR THIS POSTING. NO AUTOMATED BIDDING IS AVAILABLE.**

Date and Time Posted  
04/21/2023

Date and Time Withdrawn  
05/01/2023

THE LAW (39 U.S. CODE 1002) PROHIBITS POLITIC AND CERTAIN OTHER RECOMMENDATIONS FOR APPOINTMENTS, PROMOTIONS, ASSIGNMENTS, TRANSFERS, OR DESIGNATIONS OF PERSONS IN THE POSTAL SERVICE. Statements relating solely to character and residence

are permitted, but every other kind of statement or recommendation is prohibited unless it either is requested by the Postal Service and consists solely of an evaluation of the work performance, ability, aptitude, and general qualifications of an individual or is requested by a Government representative investigating the individual's loyalty, suitability, and character. Anyone who requests or solicits a prohibited statement or recommendation is subject to disqualification from the Postal Service and anyone in the Postal Service who accepts such a statement may be suspended or removed from office.

The United States Postal Service provides reasonable accommodation to qualified individuals with disabilities. If you need a reasonable accommodation for any part of the application, bidding, interview, and/or selection process, please contact the office identified on the vacancy announcement. The decision on granting reasonable accommodation will be on a case-by-case basis.