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﻿﻿**PLEASE POST**

**ALL F1 & F4 PTF/PSE Clerks**

**DEADLINE: July 17, 2018**

An office within 50 miles has received approval to fill a career PTF Clerk vacancy. Since the office does not currently have a PSE on the rolls, only PTF/PSE’s within 50 miles of the vacancy are eligible for this position. Positions will be awarded by current installation relative standing. If necessary to resolve a tie in seniority, the criteria outline in Article 37.2.D.4 will be applied.

If a PTF applies the criteria outlined in the transfer MOU is applicable.

If you choose to preference and your relative standing on the rolls is senior to other PTF/PSEs, you will be converted to career.

If selected for this vacancy, and you are not currently window qualified, you will have an opportunity to qualify. Once you pass window qualifications, you be placed into the vacancy. If you fail window qualifications, you will remain in your current PSE assignment.

There are no relocation benefits or costs payable. You will start a new period of seniority.

**Failure to return a form will be considered a waiver of conversion opportunity. It is not a waiver for future conversion opportunities.**

**Office(s) Beaver Island, Bridgeport, Charlotte, East Tawas, Fremont,**

 **Scotts, Webberville, Weidman, West Branch**

**Position name: PTF Sales Services and Distribution Clerk**

**Schedule: Varies**

**Qualifications: Window**

Please indicate the offices you want to be considered for by preference order. You may select more than 1 office but you will be considered by relative standing in all choices. Do not select an office you are not willing to be converted and work in. The 50 mile radius is from your current office.

**FAX the completed 1717A to:﻿**

**616-336-5398 ATTN: Complement**

**Or scan via email to: diane.m.haddix@usps.gov**

Please provide a copy of the completed 1717A to the State APWU president M. Mize at:

Email: fmalprez@comcast.net

This canvass will end at 11:59 PM EST on July 17, 2018