

In accordance with the **APWU MOU: Regarding FILLING OF RESIDUAL VACANCIES**, PTF position(s) are being offered for your preference. Under the MOU you can preference for PTF opportunities within a 50 mile radius of your home installation. Please review the PTF opportunities and indicate your preference(s) for all positions you are interested in. Indicate your preference(s) by placing a number in front of the PTF opportunity indicating your desired choice (#1 being your most desirable). PTF opportunities will be filled using the steps listed below and your seniority as outlined in the APWU MOU.

PTF (PART-TIME FLEXIBLE) POSTING OPENS: JANUARY 22, 2018 POSTING CLOSES: FEBRUARY 1, 2018

CHOICE	VACANCY LOCATION	POSITION	POSITION COMMENTS	WEEKLY		
				WORK HOURS	OFF DAYS	REQUIRED SKILL
	MECHANICSVILLE POST OFFICE 3295 DURHAM ROAD, MECHANICSVILLE, PA 18934-9998	PTF SALES, SERVICES/DISTRIBUTION ASSOCIATE	WILL PERFORM SSDA DUTIES AND OTHER DUTIES AS ASSIGNED	VARIES	VARIES	421 SALES AND SERVICES (V3.9)
	THORNTON POST OFFICE 378 GLEN MILLS ROAD, THORNTON, PA 19373-9998	PTF SALES, SERVICES/DISTRIBUTION ASSOCIATE	WILL PERFORM SSDA DUTIES AND OTHER DUTIES AS ASSIGNED	VARIES	VARIES	421 SALES AND SERVICES (V3.9)
	UPPER BLACK EDDY POST OFFICE 1704 FIREHOUSE ROAD, UPPER BLACK EDDY, PA 18972-9998	PTF SALES, SERVICES/DISTRIBUTION ASSOCIATE	WILL PERFORM SSDA DUTIES AND OTHER DUTIES AS ASSIGNED	VARIES	VARIES	421 SALES AND SERVICES (V3.9)
	WASHINGTON CROSSING POST OFFICE 1077 RIVER ROAD, WASHINGTON CROSSING, PA 18977-9998	PTF SALES, SERVICES/DISTRIBUTION ASSOCIATE	WILL PERFORM SSDA DUTIES AND OTHER DUTIES AS ASSIGNED	VARIES	VARIES	421 SALES AND SERVICES (V3.9)

Employees awarded career positions on previous preferencing postings have a 12 month to 18 month lock in period within the installation of the the awarded position. Whenever a Conversion or Transfer is awarded, this lock-in applies.

STEP 1 PTF within a 50 mile radius with highest seniority CIRCLE THE POSITION YOU CURRENTLY HOLD

STEP 2 PSE within a 50 mile radius with the highest seniority PTF / PSE

Employee Name: (Please Print) _____ Please make sure name is legible.

_____ EIN:

Seniority Date: _____ Installation Name: _____

_____ Contact Phone Number: _____

Employee Signature: _____

_____ Date: _____

I would suggest that you visit the office so you know the location and distance to the office.

ALL PREFERENCE SHEETS MUST BE RETURNED BY CLOSE OF BUSINESS FEBRUARY 1, 2018.
FAX: (651) 994-3546 - ATTN: JENIEN M. DESILVIS, STAFFING SPECIALIST
MAILING ADDRESS: 3190 S. 70TH STREET / PHILADELPHIA, PA 19153-9994
ALL PREFERENCE SHEETS MUST BE SIGNED AND RETURNED BY CLOSE OF BUSINESS FEBRUARY 1, 2018 FOR CONSIDERATION.