



## NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

*National Headquarters*  
1727 KING STREET, SUITE 400  
ALEXANDRIA, VA 22314-2753  
(703) 836-9660

October 21, 2021

### **Board Memo 084-2021: Posting of Non-Bargaining Vacancies Effective October 19, 2021**

Executive Board,

Effective Tuesday, October 19, the Postal Service has resumed the standard posting schedule for non-bargaining positions. Vacant non-bargaining positions can be posted internally without limited area of consideration restrictions and in accordance with the policies found in Section 743 of the Handbook EL-312 *Employment and Placement*. See attached for more information.

Please share this information with your membership.

Thank you and be safe.

NAPS Headquarters

SIMON M. STOREY  
VICE PRESIDENT, HUMAN RESOURCES



October 7, 2021

## OFFICERS

SUBJECT: Posting of Nonbargaining Vacancy Announcements

Effective October 19, the Postal Service will resume the standard posting schedule for non-bargaining positions. Vacant non-bargaining positions can be posted internally without limited area of consideration restrictions, and in accordance with the policies found in Section 743 of the Handbook EL-312 *Employment and Placement*. Selecting officials are responsible for defining the area of consideration for nonbargaining vacancies.

All hiring managers are to utilize the Headquarters (HQ) and Field Executive Administrative Schedule (EAS) Vacancy Management Tool (VMT) for posting vacant non-bargaining positions. If you have technical issues or concerns with either of the vacancy management tools, please contact Workforce Planning, Insights, & Analytics support at [workforce@usps.gov](mailto:workforce@usps.gov).

As a reminder the next higher level approval for any non-bargaining position selection must be completed before the effective date on the PS Form 50. Non-bargaining selections will not be processed retroactively.

If you have questions, please contact Joseph R. Bruce, Senior Director, National Human Resources at [joseph.r.bruce@usps.gov](mailto:joseph.r.bruce@usps.gov).

A handwritten signature in black ink that reads "Simon M. Storey".

Simon M. Storey