

RECEIVED

JUL 26 2021

LABOR RELATIONS



July 23, 2021

Mr. Brian J. Wagner
President
National Association of Postal
Supervisors
1727 King Street, Suite 400
Alexandria, VA 22314-2753

Dear Mr. Wagner:

As a matter of general interest, the Postal Service intends to solicit Postal Service annuitants to consider reemployment as Holiday Clerk Assistants (HCAs), Holiday Transportation Assistants (HTAs) and temporary holiday term City Carrier Assistants (CCAs) for the 2021 holiday season. Annuitants will be able to apply for these positions online at www.usps.com/careers August 16 through September 6.

We have enclosed five versions of the letters which will be sent to annuitants concerning these positions. Three of the letters will be sent to respective annuitants, and two of the letters will be sent to annuitants who previously served as HCAs or HTAs during the 2020 holiday season.

Additionally, we are enclosing a guide outlining how to find and apply for the afore mentioned positions.

Please contact Bruce Nicholson at extension 7773 if you have any questions concerning this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "David E. Mills", with a stylized flourish at the end.

David E. Mills
Director
Labor Relations Policies and Programs

Enclosures

HOW TO SEARCH & APPLY FOR THE ANNUITANT POSITION

- Open your web browser, type www.usps.com/careers and click "Search jobs".
- In the keywords field type one of the following:
 - *Annuitant Holiday Clerk Assistant*
 - *Annuitant Holiday City Carrier Assistant*
 - *Annuitant Holiday Transptn Asst MVO*
 - *Annuitant Holiday Transptn Asst TTO*
- Under location, select the State from the dropdown to narrow your search results.
- Click "Start" and this will display the jobs. You may need to use the scroll bars on the right side to find the specific job you are looking for.
- Once you find the job, click on the underlined position name to open the posting. All information regarding this position will be displayed.
- At the top of the screen, click "Apply". This will open the Registration and Login page. Note: You cannot apply for positions unless you have created a Candidate Profile (Registered).
- On the Registration and Login page you are asked "Do you already have an account?"
 - If yes, select "Click Here to Login". (Skip to "Login to Your Account and Apply")
 - If no, complete the **Name** and **User Data** information and click "Register".

REGISTER YOUR eCAREER PROFILE

Personal Data: Complete all required fields. **Ensure telephone numbers fields do not include alpha characters such as "N/A"**. Ensure your email address is accurate as all communication related to your application will be sent to the email address listed. When complete, click "Next Page".

Work Experience: You are not required to answer question 1 nor provide details of your work history. Therefore, you may answer questions 2 through 7 only and click "Next Page".

Education/Training: Click "Next Page".

General Eligibility: Answer all required questions and click "Next Page".

Veterans' Preference: Click "Next Page".

Attachments: Click "Next Page".

Assessments: Click "Next Page".

Review and Release: Be sure to release your profile. A locked profile will not be accepted for consideration. Click "Complete". Your candidate profile is complete. You will receive a confirmation email stating you have successfully created your profile.

Now you can apply for the annuitant position. Click "Continue" to proceed.

LOGIN TO YOUR ACCOUNT AND APPLY

- Once you are logged into your account, previous information from your Candidate Profile will be pre-populated into the application. You may make changes at this time.
- Additional sections will be displayed: cover letter (optional), Summary of Accomplishments/References (indicate the city/state/zip where you are interested in working), Driver History, Authorization & Release, and EEO & Disability.
- In the "Send Application" section, check the box next to "I would like to release my profile so that my data can be considered for other job opportunities as well".
- Click "Send Application".
- You will receive an Acknowledgement of Application confirmation by email.

| 3-DIGIT ZIP CODE | Location in Job Posting Title |
|---|-------------------------------|
| 006-009 | PUERTO RICO |
| 010-029 | MASSACHUSETTS |
| 010-029 | RHODE ISLAND |
| 030-059 | MAINE |
| 030-059 | NEW HAMPSHIRE |
| 030-059 | VERMONT |
| 060-069 | CONNECTICUT |
| 070-089 | NEW JERSEY |
| 100-104, 112 | NEW YORK 1 |
| 105-109, 120-149 | NEW YORK 3 |
| 110, 111, 113-119 | NEW YORK 2 |
| 150-179 | PENNSYLVANIA 1 |
| 180-199 | DELAWARE |
| 180-199 | PENNSYLVANIA 2 |
| 200, 202-212, 214-219 | MARYLAND |
| 201, 220-246 | VIRGINIA |
| 247-268, 400-418, 420-427 | KENTUCKY |
| 247-268, 400-418, 420-427 | WEST VIRGINIA |
| 270-289 | NORTH CAROLINA |
| 290-299 | SOUTH CAROLINA |
| 300-319, 398 | GEORGIA |
| 320-327, 344 | FLORIDA 1 |
| 328, 329, 335-339, 341, 342, 346, 347 | FLORIDA 2 |
| 330-334, 349 | FLORIDA 3 |
| 350-352, 354-369, 386-397 | ALABAMA |
| 350-352, 354-369, 386-397 | MISSISSIPPI |
| 370-374, 376-385 | TENNESSEE |
| 430-433, 437, 438, 450-457 | OHIO 2 |
| 434-436, 439-449, 458 | OHIO 1 |
| 460-479 | INDIANA |
| 480-485, 492 | MICHIGAN 1 |
| 486-491, 493-499 | MICHIGAN 2 |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | IOWA |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | NEBRASKA |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | SOUTH DAKOTA |
| 530-532, 534, 535, 537-549 | WISCONSIN |
| 550, 551, 553-567, 580-588 | MINNESOTA |
| 550, 551, 553-567, 580-588 | NORTH DAKOTA |
| 590-599, 832-838, 970-979 | IDAHO |
| 590-599, 832-838, 970-979 | MONTANA |
| 590-599, 832-838, 970-979 | OREGON |
| 600-603, 606-608, 610, 611 | ILLINOIS 1 |
| 604, 605, 609, 612-620, 622-629 | ILLINOIS 2 |
| 630, 631, 633-641, 644-648, 650-658, 660-662, 664-679 | KANSAS |
| 630, 631, 633-641, 644-648, 650-658, 660-662, 664-679 | MISSOURI |
| 700, 701, 703-708, 710-714 | LOUISIANA |
| 716-731, 733-741, 743-749 | ARKANSAS |
| 716-731, 733-741, 743-749 | OKLAHOMA |
| 750-764, 766, 767 | TEXAS 1 |
| 765, 768, 769, 780-782, 786-799 | TEXAS 3 |
| 770, 772-779, 783-785 | TEXAS 2 |
| 800-816, 820-831 | COLORADO |
| 800-816, 820-831 | WYOMING |
| 840, 841, 843-847, 890, 891, 893-895, 897, 898 | NEVADA |
| 840, 841, 843-847, 890, 891, 893-895, 897, 898 | UTAH |
| 850-853, 855-857, 859, 860, 863-865, 870, 871, 873-875, 877-884 | ARIZONA |
| 850-853, 855-857, 859, 860, 863-865, 870, 871, 873-875, 877-884 | NEW MEXICO |
| 900-908 | CALIFORNIA 5 |
| 910-912, 917, 918, 926-928 | CALIFORNIA 4 |
| 913-916, 930-937, 939, 953 | CALIFORNIA 3 |
| 919-925 | CALIFORNIA 6 |
| 940-944, 949-951, 954, 955, 959, 960 | CALIFORNIA 1 |
| 945-948, 952, 956-958, 961 | CALIFORNIA 2 |
| 967-969 | HAWAII |
| 980-986, 988-994 | WASHINGTON |
| 995-999 | ALASKA |



Dear Postal Annuitant:

Last holiday season you took time out of your retirement to help the Postal Service deliver outstanding service as a Holiday Clerk Assistant (HCA). I want to thank you for that service and let you know that the Postal Service would welcome you back for the 2021 holiday season.

Your knowledge, community connection, and ability to provide great service will again help the Postal Service deliver great service to its customers.

During the holiday season, retired postal employees are eligible for a waiver to the annuity offset when reemployed into a temporary non-career HCA position.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$18.69 per hour.
- Appointment duration is limited to a period ending December 31, 2021.
 - HCAs in Function 4 may be hired for 3 consecutive pay periods, either November 6 through December 17, or November 20 through December 31.
 - HCAs in Function 1 may be hired for 6 consecutive pay periods, October 9 through December 31.

If you are interested in reemployment with the Postal Service as a Holiday Clerk Assistant without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for "***ANNUITANT HOLIDAY CLERK ASSISTANT***" where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) in which you are interested in working (city, state, zip). Please Note: The ability to meet any applicable qualification condition is required.

Whether or not you choose to apply for reemployment as a Holiday Clerk Assistant, we thank you for your help last season and for all your years of service to our customers in the past. We wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Bruce".

Joseph R. Bruce



Dear Postal Annuitant:

We want to make you aware of a special employment opportunity with the United States Postal Service during the upcoming 2021 holiday season.

The Postal Service will be staffing post offices nationwide with temporary Holiday Clerk Assistants (HCAs) during the upcoming 2021 holiday season to help us meet the needs of our Postal customers who visit our Post Office lobbies. Your knowledge and ability to provide great service make you an excellent candidate for reemployment with the Postal Service as a HCA.

Generally, the law requires that the salary of a reemployed annuitant be reduced, or offset, by the amount of the annuity to prevent dual compensation. However, under certain conditions, retired postal employees are eligible for a waiver to the offset when reemployed into a temporary non-career HCA position. The Postal Service's need to increase staffing during peak delivery periods is such a condition.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$18.69 per hour.
- Appointment duration is limited to a period ending December 31, 2021.
 - HCAs in Function 4 may be hired for 3 consecutive pay periods, either November 6 through December 17, or November 20 through December 31.
 - HCAs in Function 1 may be hired for 6 consecutive pay periods, October 9 through December 31.

If you are interested in reemployment with the Postal Service as a Holiday Clerk Assistant without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for **"*ANNUITANT HOLIDAY CLERK ASSISTANT*"** where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) where you are interested (city, state, zip). Please Note: The ability to meet any applicable qualification condition is required.

Whether or not you choose to apply for reemployment as a Holiday Clerk Assistant, we thank you for your years of service to our customers in the past and wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in black ink that reads "Joseph R. Bruce".

Joseph R. Bruce



Dear Postal Annuitant:

Last holiday season you took time out of your retirement to help the Postal Service deliver outstanding service as a Holiday Transportation Assistant (HTA). I want to thank you for that service and let you know that the Postal Service would welcome you back for the 2021 holiday season.

Your knowledge, community connection, and ability to provide great service will again help the Postal Service deliver great service to its customers. We are looking to have annuitants like you on the Postal Service rolls by November 6.

During the holiday season, retired postal employees are eligible for a waiver to the annuity offset when reemployed into a temporary HTA position.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$19.80 per hour for motor vehicle operators and \$20.21 per hour for tractor trailer operators.
- Appointment duration is limited to a period ending December 31, 2021.

If you are interested in reemployment with the Postal Service as a Holiday Transportation Assistant without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for "**ANNUITANT HOLIDAY TRANSPTN ASST**" where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) where you are interested (city, state, zip). Please Note: A current Commercial Driver's License and the ability to meet any applicable qualification conditions are required for all Holiday Transportation Assistant positions. Positions will be filled for both motor vehicle and tractor trailer operators.

Whether or not you choose to apply for reemployment as a Holiday Transportation Assistant, we thank you for your help last season and for all your years of service to our customers in the past. We wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Bruce".

Joseph R. Bruce



Dear Postal Annuitant:

We want to make you aware of a special employment opportunity with the United States Postal Service during the upcoming 2021 holiday season.

The Postal Service will be staffing post offices nationwide with temporary Holiday Transportation Assistants (HTAs) during the upcoming 2021 holiday season to help us meet the needs of our anticipated increased package and mail volume. Your knowledge and ability to provide great service make you an excellent candidate for reemployment with the Postal Service as a HTA. We are looking to have annuitants like you on the Postal Service rolls by November 6.

Generally, the law requires that the salary of a reemployed annuitant be reduced, or offset, by the amount of the annuity to prevent dual compensation. However, under certain conditions, retired postal employees are eligible for a waiver to the offset when reemployed into a temporary non-career HTA position. The Postal Service's need to increase staffing during peak delivery periods is such a condition.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$19.80 per hour for motor vehicle operators and \$20.21 per hour for tractor trailer operators.
- Appointment duration is limited to a period ending December 31, 2021.

If you are interested in reemployment with the Postal Service as a Holiday Transportation Assistant without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for "**ANNUITANT HOLIDAY TRANSPTN ASST**" where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) in which you are interested in working (city, state, zip). Please Note: A current Commercial Driver's License and the ability to meet any applicable qualification conditions are required for all Holiday Transportation Assistant positions. Positions will be filled for both motor-vehicle and tractor-trailer operators.

Whether or not you choose to apply for reemployment as a Holiday Transportation Assistant, we thank you for your years of service to our customers in the past and wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Bruce".

Joseph R. Bruce



Dear Postal Annuitant

Last holiday season you took time out of your retirement to help the Postal Service deliver outstanding service as a holiday term City Carrier Assistant (CCA). I want to thank you for that service and let you know that the Postal Service would welcome you back for the 2021 holiday season.

Your knowledge, community connection, and ability to provide great service will again help the Postal Service deliver great service to its customers. We are looking to have annuitants like you on the Postal Service rolls by December 4.

During the holiday season, retired postal employees are eligible for a waiver to the annuity offset when reemployed into a temporary CCA position.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$18.51 per hour.
- Appointment duration is limited to a period ending December 31, 2021.

If you are interested in reemployment with the Postal Service as a holiday CCA without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for "**ANNUITANT HOLIDAY CITY CARRIER ASSISTANT**" where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) where you are interested in serving as a carrier (city, state, zip). Please Note: The ability to meet any applicable qualification condition is required.

Whether or not you choose to apply for reemployment as a CCA (Holiday Term), we thank you for your help last season and for all your years of service to our customers in the past. We wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Bruce".

Joseph R. Bruce



Dear Postal Annuitant:

We want to make you aware of a special employment opportunity with the United States Postal Service during the upcoming 2021 holiday season.

The Postal Service will be staffing post offices nationwide with temporary City Carrier Assistants (CCAs) during the upcoming 2021 holiday season to help us meet the delivery needs for our anticipated increased package and mail delivery business. Your knowledge, community connection, and ability to provide great service make you an excellent candidate for reemployment with the Postal Service as a holiday term CCA. We are looking to have annuitants like you on the Postal Service rolls by December 4.

Generally, the law requires that the salary of a reemployed annuitant be reduced, or offset, by the amount of the annuity to prevent dual compensation. However, under certain conditions, retired postal employees are eligible for a waiver to the offset when reemployed into a temporary non-career CCA position. The Postal Service's need to increase staffing during peak delivery periods is such a condition.

Special conditions apply for these noncompetitive appointments, including:

- Current pay rate is established at \$18.51 per hour.
- Appointment duration is limited to a period ending December 31, 2021.

If you are interested in reemployment with the Postal Service as a holiday term CCA without reduction to the amount of salary that you receive as an annuitant, please apply online at www.usps.com/careers. You should search for "**ANNUITANT HOLIDAY CITY CARRIER ASSISTANT**" where you are available to work and apply for this noncompetitive employment opportunity. The postings will be available August 16 – September 6. In the summary of accomplishments, you should list the Office(s) where you are interested in serving as a carrier (city, state, zip). Please Note: The ability to meet any applicable qualification condition is required.

Whether or not you choose to apply for reemployment as a holiday term CCA, we thank you for your years of service to our customers in the past and wish you and your family a safe and enjoyable 2021 holiday season.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Bruce".

Joseph R. Bruce