eCareer Opens the Digital Door to Postal Job Opportunities

The Postal Service is rolling out *eCareer*, a fast, easy and convenient way to apply for EAS positions. *eCareer* gives you all the digital flexibility and ease of use enjoyed by many other employees in the government and private sectors. This new system is changing the way we apply for, submit, and review applications. It will improve the speed, accuracy, convenience and security of the entire job application and review process. *eCareer* was implemented for Headquarters and Headquarters Field Units in late February and will rollout for the remaining Areas on April 1.

For applicants, *eCareer* has a number of great benefits. Most important, it replaces Postal Service Form 991 with an electronic application, making it faster and easier to apply for jobs without paper. It also provides access to the application process 24 hours a day, seven days a week through the Internet via *LiteBlue*. With *eCareer* you can create, save, and edit your profile securely and at any time. In addition, the new system puts vacancy information at your fingertips. Using *eCareer*, you can now search job postings by key words, functional area, and geographic location or any combination.

One of the greatest benefits of *eCareer* is the ability to build your profile and apply for jobs from any computer with Internet access. This means employees can search and apply for jobs or update their personal candidate profile at their convenience, even in the middle of the night. No more having to find time during the day to check out bulletin boards and write down information. Plus, having to fill out a new form every time you want to apply for a job is now a thing of the past.

The candidate profile section of eCareer is now open to everyone in the Postal Service and all employees are encouraged to build their profiles. By creating an online personal candidate profile, an employee can easily keep it up to date with new skills, training and capabilities. It is then ready to send off whenever a new job opportunity opens up.

Obviously, with personal identity and job information, having good information security is very important. With *eCareer*, an employee's personal information is kept safe from prying eyes. It is protected by the Postal Service's very secure Employee ID and PIN system. Also, only relevant and authorized Postal personnel will have access to employee information.

A step-by-step guide to *eCareer* is available online by logging onto the *LiteBlue* website at www.liteblue.usps.gov using your Employee Identification Number (EIN) and Postal PIN number. You can find the guide by clicking the *My Life* tab and then clicking on the *eCareer* link under Internal Jobs.. Then scroll down to *eCareer* Candidate Profile Guide found under the eCareer Toolkit section.