

*****POST ON ALL BULLETIN BOARDS*****

March 16, 2016

MEMORANDUM FOR: ALL EMPLOYEES
SUBJECT: PERSONNEL CHANGE ORDER 2016-10

CLERK CRAFT

Job ID 71523326, Posting 119316, SALES & SERVICES/DISTRIBUTION ASSOCIATE, P7-06, Charlotte – Plaza Carrier Station, Domiciled at Northeast Finance Station. Qualifications: 421 Sales & Services (V3.9) PAA: Passports, window, box and other duties as assigned. Work Schedule: 0800 –1700–60L Tues – Sat; SDO: Sun-Mon is awarded to **S. Graham effective Saturday, March 19, 2016.**

Job ID 95240786, Best Qualified Complaints & Inquiry Clerk, PS-07, Marketing. Qualifications: 720, Clerical Abilities and 718, Basic Computer Skills. Work Schedule: 0800-1700, SDO: Sat/Sun is awarded to **Mary Savage, effective Saturday, March 19, 2016.**



Barbara J. Brown
A Human Resources Generalist Principal