

October 21, 2015

MEMORANDUM FOR: ALL EMPLOYEES

SUBJECT:

PERSONNEL CHANGE ORDER 2015-# 32

CLERK CRAFT

Position # 70291657 Mail Processing Clerk/Relief General Clerk does not have a variable schedule. The correct schedule is 06:30 to 15:00 Sunday, Monday, Tuesday, Wednesday, Thursday and SDO's are Saturday/Friday.

Antonio Hall is fully qualified on Position # 71226515 Sales, Service and Distribution Associate Yorkmont Station 0815-1715, Sun/Fri PAA: Pool & Relief. He will be converted effective 10/31/2015.

Connie Provenzano will report via eReassign on 10/31/2015 to **Position # 70295243** Mail Processing Clerk 1500-2330 SDO: TUE/WED at the Charlotte P&DC.

MAIL HANDLER CRAFT

Position # 70292948 is incorrectly listed as tour 1, it is tour 2. **Position # 95253596** is incorrectly listed as tour 1, it is tour 3

Brian McCazzio Staffing Specialist