CLERK

VACANCY NOTICE

OPENING DATE: 11/19/14        CLOSING DATE: 11/28/14

WEB BIDDING AND PHONE BIDDING ARE AVAILABLE
12:01 A.M. ON OPENING DATE TO 11:59 P.M. ON CLOSING DATE
SEVEN DAYS A WEEK
CENTRAL STANDARD TIME - INCLUDING HOLIDAYS
PHONE BIDDING NUMBER: 1-800-222-2415
HEARING IMPAIRED TDD: 1-800-520-0625

Article 37.4.C.5.a states: "Employees not encumbered in bid duty assignments (UAR's) shall bid on duty assignments posted for bid."

PLEASE POST ON BULLETIN BOARD
THE UNITED STATES POSTAL SERVICE PROVIDES REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES. IF YOU NEED A REASONABLE ACCOMMODATION FOR ANY PART OF THE APPLICATION, BIDDING, INTERVIEW, AND/OR SELECTION PROCESS, PLEASE CONTACT THE OFFICE IDENTIFIED ON THE VACANCY ANNOUNCEMENT. THE DECISION ON GRANTING REASONABLE ACCOMMODATION WILL BE ON A CASE-BY-CASE BASIS.

Posting No: 94241 Clerk Opening Date: 11/19/2014 Closing Date: 11/28/2014

JOB ID: 702931145 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01011633 AUTOMATION(OCR/BCS) TOUR II CHARLOTTE Clerks - NonHQ

JOB SLOT COMMENTS: CHARLOTTE (NC) PROC/DIST CTR. MAIL PROCESSING CLERK/AUTOMATION LETTERS AND OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 0700-1530-30L-Tu-WeS

All schedules display 'service days' according to USPS policy.

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POSTING COMMENTS:

VACATED BY: Eric Wright EMP ID: 5026 ON DATE: 11/14/2014

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JOB ID: 70324754 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR III LDC:11 EG:1=Full Time
Bidding Vacant 01081640 MAIL PROC CLK/AUTOMATION CHARLOTTE Clerks - NonHQ

JOB SLOT COMMENTS: CHARLOTTE (NC) PROC/DIST CTR. PAA: MPC/AUTOMATION LETTERS & OTHER DUTIES AS ASSIGNED.

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 1600-0030-30L-Tu-WeS

All schedules display 'service days' according to USPS policy.

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POSTING COMMENTS:

VACATED BY: JENNIFER FORTUNE-FORBES EMP ID: 2837 ON DATE: 11/14/2014

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HUMAN CAPITAL ENTERPRISE SYSTEMS


HUMAN CAPITAL ENTERPRISE SYSTEMS

VACANCY NOTICE

Page: 2 of 8

JOB ID: 70719899

MAIL PROCESSING CLERK
KP0013
P7
TOUR II
LDC: 11
EG: 1=Full Time

Clerks - NonHQ

Bidding: Vacant
Opern. Unit: TOUR - II
Charlotte

JOB SLOT COMMENTS:
Charlotte P&D, PAA: Automation/Letters and other duties as assigned

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 1145-2015-30L-Sa-SuS

All schedules display 'service days' according to USPS policy.

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

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POSTING COMMENTS:

VACATED BY: Ruby Welling
EMP ID: 8229
ON DATE: 10/31/2014

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JOB ID: 70772014

MAIL PROCESSING CLERK
KP0013
P7
TOUR II
LDC: 12
EG: 1=Full Time

Clerks - NonHQ

Bidding: Vacant
Opern. Unit: TOUR - II
Charlotte

JOB SLOT COMMENTS:
Charlotte P&D, PAA: Automation/Flats and other duties as assigned

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 0600-1430-30L-Th-FrS

All schedules display 'service days' according to USPS policy.

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

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06:00 14:30 030 06:00 14:30 030 06:00 14:30 030 06:00 14:30 030 06:00 14:30 030 OFF OFF OFF OFF OFF

POSTING COMMENTS:

VACATED BY: Willie Thompson
EMP ID: 7001
ON DATE: 11/14/2014

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JOB ID: 70780563

MAIL PROCESSING CLERK
KP0013
P7
TOUR III
LDC: 11
EG: 1=Full Time

Clerks - NonHQ

Bidding: Vacant
Opern. Unit: Mail Proc Clk/Automation TOUR - III
Charlotte

JOB SLOT COMMENTS:
Charlotte, PDC AFCS Operator/Auto Ltrs and ODA

QUALIFICATIONS:

SECTION:

WORK SCHEDULE: 1530-2400-30L-Th-FrS

All schedules display 'service days' according to USPS policy.

Saturday Sunday Monday Tuesday Wednesday Thursday Friday

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15:30 24:00 030 15:30 24:00 030 15:30 24:00 030 15:30 24:00 030 15:30 24:00 030 OFF OFF OFF OFF OFF

POSTING COMMENTS:

VACATED BY: Demario Bridges
EMP ID: 2539
ON DATE: 11/14/2014

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**R0206**

**HUMAN CAPITAL ENTERPRISE SYSTEMS**

**VACANCY NOTICE**

**REQUESTED:** 11/17/2014 12:24:57

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**JOB ID:** Z1113847 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 TOUR I LDC:11 EG:2=Non-Trad Full Time

Bidding Vacant 01011500 MPC/AUTOMATION TOUR - I CHARLOTTE Clerks - NonHQ

**JOB SLOT COMMENTS:** CHARLOTTE P&DC. PAA: MAIL PROCESSING CLERK; AUTO LTRS & OTHER DUTIES AS ASSIGNED; NS Days Mon/Tue/Wed

**QUALIFICATIONS:**

**SECTION:**

**WORK SCHEDULE:** 2000-0630-30L-Mo-TuS

All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**

**VACATED BY:** ANTWAIN CURETON EMP ID: 4782 ON DATE: 11/14/2014

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**JOB ID:** 85664054 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 LDC:11 EG:1=Full Time

Bidding Vacant 01011501 OPRN UNIT TOUR - I CHARLOTTE Clerks - NonHQ

**JOB SLOT COMMENTS:** CHARLOTTE P&DC (AUTOMATED LETTERS)

**QUALIFICATIONS:**

**SECTION:** MPC T1 LEV 5 GMF

**WORK SCHEDULE:** 2300-0730-30L-Tu-WeS

All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**

**VACATED BY:** SUDAWN CARTER EMP ID: 3405 ON DATE: 11/14/2014

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**JOB ID:** 85072520 2315-0063 MAIL PROCESSING CLERK KP0013 P7 06 LDC:11 EG:1=Full Time

Bidding Vacant 01011501 OPRN UNIT TOUR - I CHARLOTTE Clerks - NonHQ

**JOB SLOT COMMENTS:** PAA:MAIL PROCESSING CLERK/AUTOMATION LETTERS AND OTHER DUTIES AS ASSIGNED.- Work Area: Charlotte PDC 2000-0430 NS Days: Tue-Wed

**QUALIFICATIONS:**

**SECTION:** MPC T1 LEV 5 GMF

**WORK SCHEDULE:** 2000-0430-30L-Tu-WeS

All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**

**VACATED BY:** Joshua McCroan EMP ID: 8701 ON DATE: 11/14/2014
**HUMAN CAPITAL ENTERPRISE SYSTEMS**
**VACANCY NOTICE**

**REQUESTED:** 11/17/2014 12:24:57
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**JOB ID:** 853299888 2315-0083
**MAIL PROCESSING CLERK**
**KP0013**
**P7**
**TOUR I**
**LDC:14**
**EG:1=Full Time**
**Clerks - NonHQ**

**Bidding:** Vacant
**01011645**
**PRIORITY TOUR - I**
**CHARLOTTE**

**JOB SLOT COMMENTS:**
PAA: MAIL PROCESSING CLERK/PRIORITY MAIL
AND OTHER DUTIES AS ASSIGNED
PL/170
CMS Job Slot ID: 4765745
Position abolished eff 6-29-13

**QUALIFICATIONS:**
**SECTION:** MPC T1 LEV 5 GMF
**WORK SCHEDULE:** 2200-0630-30L-Su-Mo-S

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<td>22:00</td>
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**POSTING COMMENTS:**

**VACATED BY:** Lisa Littlejohn
**EMP ID:** 4388
**ON DATE:** 11/14/2014

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**JOB ID:** 85345841 2315-0083
**MAIL PROCESSING CLERK**
**KP0013**
**P7**
**TOUR I**
**LDC:18**
**EG:1=Full Time**
**Clerks - NonHQ**

**Bidding:** Vacant
**01012123**
**CALLER SERVICE TOUR - I**
**CHARLOTTE**

**JOB SLOT COMMENTS:**
PAA: Charlotte, PDC MAIL PROCESSING CLERK/CALLER SERVICE
VERIFICATION, WORKING PLATTS, LETTERS AND OTHER DUTIES ASSIGNED
WS: 2300-0730-30L-We-ThS
CMS Job Slot ID: 4698467

**QUALIFICATIONS:**
**SECTION:** MPC T1 LEV 5 GMF
**WORK SCHEDULE:** 2300-0730-30L-We-ThS

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**POSTING COMMENTS:**

**VACATED BY:** Linda Favreau
**EMP ID:** 9178
**ON DATE:** 11/14/2014

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**JOB ID:** 55411083 2315-0083
**MAIL PROCESSING CLERK**
**KP0013**
**P7**
**TOUR III**
**LDC:11**
**EG:1=Full Time**
**Clerks - NonHQ**

**Bidding:** Vacant
**01011640**
**MAIL PROC CLK/AUTOMATION**
**CHARLOTTE**
**TOUR - III**

**JOB SLOT COMMENTS:**
CHARLOTTE (NC) PROC/DIST CTR. PAA=MAIL PROCESSING CLERK/AUTOMATION LETTERS

**QUALIFICATIONS:**
**SECTION:** MPC T3 LEV 5 GMF
**WORK SCHEDULE:** 1600-0030-30L-Mo-Tu-S

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**POSTING COMMENTS:**

**VACATED BY:** LAUREN POWELL
**EMP ID:** 2509
**ON DATE:** 11/14/2014

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**HUMAN CAPITAL ENTERPRISE SYSTEMS**

**VACANCY NOTICE**

**REQUESTED:** 11/17/2014 12:24:57

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**JOB ID:** 712504106  2320-0003  SALES, SVCS/DISTRIBUTION  KP0013  P7  06  TOUR II  LDC:45  EG:1=Full Time

**ASSOC**

Bidding  Newly  Established

**NORTH TRYON CARRIER STATION NORTH TRYON**

Clerks - NonHQ

**JOB SLOT COMMENTS:** PAA: Distribution, Scheme 28213 and 28206, other duties as assigned.

**QUALIFICATIONS:** 421 SALES AND SERVICES (V3.9)

NORTH TRYON 13  
North Tryon 28206

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**SECTION:**

**WORK SCHEDULE:** 0700-1600-40L-Su-ThS

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All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**

**TOTAL SCHEME DEFERMENT DAYS: 062**

**VACATED BY:**

EMP ID: 00268649  
**ON DATE:**

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**JOB ID:** 70043186  2320-0003  SALES, SVCS/DISTRIBUTION  KP0013  P7  06  TOUR II  LDC:45  EG:1=Full Time

**ASSOC**

Bidding  Vacant

**WT HARRIS CARRIER STATION WT HARRIS**

Clerks - NonHQ

**JOB SLOT COMMENTS:** PAA: Window services and other duties as assigned.

**QUALIFICATIONS:** 421 SALES AND SERVICES (V3.9)

**SECTION:**

**WORK SCHEDULE:** 0830-1730-40L-Su-TuS

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**POSTING COMMENTS:**

**VACATED BY:** Gwendolyn Brown  
**EMP ID:** 7057  
**ON DATE:** 11/14/2014

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**JOB ID:** 71167454  2320-0003  SALES, SVCS/DISTRIBUTION  KP0013  PT  06  TOUR II  LDC:45  EG:1=Full Time

**ASSOC**

Bidding  Vacant

**MINT HILL CARRIER STATION MINT HILL**

Clerks - NonHQ

**JOB SLOT COMMENTS:** Relief & pool assignment, hours and days off may vary in accordance with the relief pool assignment agreement. Will cover absences and vacancies in any retail/delivery unit in Charlotte City.

**QUALIFICATIONS:** 421 SALES AND SERVICES (V3.9)

**SECTION:**

**WORK SCHEDULE:** 0845-1715-30L-Sa-SuS

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All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**

**VACATED BY:** Kevin Brooks  
**EMP ID:** 382  
**ON DATE:** 11/14/2014
### JOB: 95309813
#### Bidding: Vacant
- **2320-0003 SALES, SVCS/DISTRIBUTION**
- **KP0013 P7**
- **TOUR II**
- **LDC: 45**
- **EG: 1=Full Time**
- **2952176 YORKMONT CARRIER STATION AIRPORT**
- **Clerks - NonHQ**

#### JOBSLOT COMMENTS:
- **PAA: DISTRIBUTION AND OTHER DUTIES AS ASSIGNED**
- **Work Schedule:** 0730-1600-30L SAT, 0830-1730-60L, Mon, Tue, Thu, Fri#

#### QUALIFICATIONS:
- 421 SALES AND SERVICES (V3.9)

#### SECTION:
- **WORK SCHEDULE:** 0730-1600-30L-Su-WeV

All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**
- **VACATED BY:** Sarah Hlgdon
- **EMP ID:** 9238
- **ON DATE:** 10/31/2014

### JOB: 95463673
#### Bidding: Vacant
- **2320-0009 LEAD SALES & SERVICES**
- **KP0013 P7**
- **LDC: 48**
- **EG: 1=Full Time**
- **2952176 YORKMONT CARRIER STATION AIRPORT**
- **Clerks - NonHQ**

#### JOBSLOT COMMENTS:
- **ONE YEAR WINDOW CLERK EXPERIENCE REQUIRED AND OTHER DUTIES.**
- **CMS Job Slot ID:** 3866138

#### QUALIFICATIONS:
- 421 SALES AND SERVICES (V3.9)

#### SECTION:
- **WORK SCHEDULE:** 0830-1730-60L-Sa-Su

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**POSTING COMMENTS:**
- **VACATED BY:** James Tilley
- **EMP ID:** 2923
- **ON DATE:** 11/14/2014

### JOB: 20291630
#### Bidding: Vacant
- **2315-0063 MAIL PROCESSING CLERK**
- **KP0013 P7**
- **TOUR II**
- **LDC: 12**
- **EG: 1=Full Time**
- **01005954 L & DC BLDG CLERK TOUR 3 CHARLOTTE L & DC**
- **Clerks - NonHQ**

#### JOBSLOT COMMENTS:
- **MAIL PROCESSING CLERK/ AUTOMATION FLATS AND OTHER DUTIES AS ASSIGNED.**

#### QUALIFICATIONS:
- **SECTION:**
- **WORK SCHEDULE:** 1200-2030-30L-Su-Mo-S

All schedules display 'service days' according to USPS policy.

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**POSTING COMMENTS:**
- **VACATED BY:** Edward Richey
- **EMP ID:** 2266
- **ON DATE:** 10/31/2014
### HUMAN CAPITAL ENTERPRISE SYSTEMS

**VACANCY NOTICE**

**REQUESTED:** 11/17/2014 12:24:57

**Page:** 7 of 8

**JOB ID:** 70335842 2330-42XX RAMP CLK AMF

**Bidding:** Vacant

**Pay:** 01009592

**L&D BLDG CLERK TOUR 1**

**Charlottesville L&D**

**JOB SLOT COMMENTS:** PAA: RAMP CLERK DUTIES AND OTHER DUTIES AS ASSIGNED. THIS POSITION REPLACES POSITION 95265985 WHICH WAS REVERTED IN ERROR.

**QUALIFICATIONS:** VALID STATE DRIVER'S LICENSE

**SECTION:**

**WORK SCHEDULE:** 2300-0730-30L-Sa-Su-S

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### All schedules display 'service days' according to USPS policy

<table>
<thead>
<tr>
<th>Saturday</th>
<th>Sunday</th>
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</tr>
<tr>
<td>23:30:07:00</td>
<td>030</td>
<td>23:30:07:00</td>
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**POSTING COMMENTS:**

**VACATED BY:** Carenthea Polk

**EMP ID:** 6178

**ON DATE:** 10/31/2014

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### JOB ID: 70335758 2315-0063 MAIL PROCESSING CLERK

**Bidding:** Vacant

**Pay:** 01009592

**L&D BLDG CLERK TOUR 1**

**Charlottesville L&D**

**JOB SLOT COMMENTS:** NEWLY CREATED POSITION. PAA: MAIL PROCESSING CLERK/MANUAL PRIORITY AND OTHER DUTIES AS ASSIGNED.

**QUALIFICATIONS:**

**SECTION:**

**WORK SCHEDULE:** 2230-0700-30L-Sa-Su-S

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### All schedules display 'service days' according to USPS policy

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**POSTING COMMENTS:**

**VACATED BY:** Vontina Houston

**EMP ID:** 630

**ON DATE:** 11/14/2014

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### JOB ID: 210/2299 2315-06XX PARCEL POST DIST-MACHINE

**Bidding:** Vacant

**Pay:** 01009594

**L&D BLDG CLERK TOUR 3**

**Charlottesville L&D**

**JOB SLOT COMMENTS:** (SKL) SPBS DEXTERITY (SKL) SPBS APPLICATION#

**QUALIFICATIONS:**

**SECTION:**

**WORK SCHEDULE:** 1915-0545-30L-Su-Mo-S

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### All schedules display 'service days' according to USPS policy

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</thead>
<tbody>
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**POSTING COMMENTS:**

**VACATED BY:** Deann Patterson

**EMP ID:** 9740

**ON DATE:** 11/14/2014

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**JOB ID:** 95353631  2315-0063  
MAIL PROCESSING CLERK  KP0013  P7  06  
Bidding  Vacant  01009592  L&DC BLDG CLERK TOUR 1  CHARLOTTE  
L&DC  

**JOB SLOT COMMENTS:**  
PAA: MAIL PROCESSING CLERK/PRIORITY  
GENERAL CLERK RELIEF DUTIES AND OTHER DUTIES AS ASSIGNED.  
SOME COMPUTER KNOWLEDGE DESIRED. THIS JOB REPL. JOB #4858931 TO REASSIGN  
EMPLOYEE UNDER THE CORRECT FINANCE #361420 FOR THE STC/LDC BLDG PER  
OPERATIONS/FINANCE. JOB #4858931 WILL BE REVERTED.  
P/L 511  
CMS Job Slot ID: 4871643  

**QUALIFICATIONS:** 718 BASIC COMPUTER SKILLS  

**WORK SCHEDULE:**  2230-0700-30L-Mo-Tu-S  

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**All schedules display 'service days' according to USPS policy.**  

<table>
<thead>
<tr>
<th>Saturday</th>
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<tbody>
<tr>
<td>From 22:30</td>
<td>To 07:00</td>
<td>From 22:30</td>
<td>To 07:00</td>
<td>From 22:30</td>
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<td>Break</td>
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**POSTING COMMENTS:**  

**VACATED BY:** Concetta Ager  
**EMP ID:** 450  
**ON DATE:** 11/14/2014