

**NOTICE OF INTENT TO FILL A VACANT
DUTY ASSIGNMENT**

In accordance with Article 38, Section 4, of the USPS-APWU National Agreement, this is to give notice that the following position will be filled using the appropriate Preferred Assignment Selection Register and/or Promotion Eligibility Register. All employees are advised that where your name appears on a Promotion Eligibility Register or a Preferred Duty Assignment Selection Form, you may be promoted and/or reassigned according to your current preferences. You have the option to exercise your right to submit a new or amended preferred assignment selection form according to the criteria established in Article 38, Section 5.A.6 of the USPS-APWU National Agreement.

POSITION DESCRIPTION

Occupation Group Title: BUILDING EQUIPMENT MECHANIC
HRIS Number: 3955312
Duty Assignment Number: 14045
Occupation Code: BEM
PS Salary Level: 7

SAMPLE

WORK SCHEDULE

Tour: 1
NonScheduled Days: MON & TUE
Hours of Duty: 23:00 to 07:30

PRINCIPLE ASSIGNMENT AREA

Work Location: PLANT
Pay Location: 416

PHYSICAL OR OTHER SPECIAL REQUIREMENTS

QUALIFY TO DRIVE GOVT VEHICLES

An employee who is listed on the appropriate register for a vacant assignment shall have the right to withdraw a preferred assignment or promotion selection, in writing, at anytime, but no later than the closing hour & date for this notice of intent.

JOE SMITH	06/04/2002
NAME	DATE
MANAGER	
TITLE	