

HOW TO SEARCH & APPLY FOR THE ANNUITANT POSITION

- Open your web browser, type www.usps.com/careers and click “**Search jobs**”.
- In the keywords field type one of the following:
 - *Annuitant Holiday Clerk Assistant*
 - *Annuitant Holiday City Carrier Assistant*
 - *Annuitant Holiday Transpntn Asst MVO*
 - *Annuitant Holiday Transpntn Asst TTO*
- Under location, select the State from the dropdown to narrow your search results.
- Click “**Start**” and this will display the jobs. You may need to use the scroll bars on the right side to find the specific job you are looking for.
- Once you find the job, click on the underlined position name to open the posting. All information regarding this position will be displayed.
- At the top of the screen, click “**Apply**”. This will open the Registration and Login page. Note: You cannot apply for positions unless you have created a Candidate Profile (Registered).
- On the Registration and Login page you are asked “**Do you already have an account?**”
 - If yes, select “**Click Here to Login**”. (Skip to “Login to Your Account and Apply”)
 - If no, complete the **Name** and **User Data** information and click “**Register**”.

REGISTER YOUR eCAREER PROFILE

Personal Data: Complete all required fields. **Ensure telephone numbers fields do not include alpha characters such as “N/A”.** Ensure your email address is accurate as all communication related to your application will be sent to the email address listed. When complete, click “**Next Page**”.

Work Experience: You are not required to answer question 1 nor provide details of your work history. Therefore, you may answer questions 2 through 7 only and click “**Next Page**”.

Education/Training: Click “**Next Page**”.

General Eligibility: Answer all required questions and click “**Next Page**”.

Veterans’ Preference: Click “**Next Page**”.

Attachments: Click “**Next Page**”.

Assessments: Click “**Next Page**”.

Review and Release: Be sure to release your profile. A locked profile will not be accepted for consideration. Click “**Complete**”. Your candidate profile is complete. You will receive a confirmation email stating you have successfully created your profile.

Now you can apply for the annuitant position. Click “**Continue**” to proceed.

LOGIN TO YOUR ACCOUNT AND APPLY

- Once you are logged into your account, previous information from your Candidate Profile will be pre-populated into the application. You may make changes at this time.
- Additional sections will be displayed: cover letter (optional), Summary of Accomplishments/References (indicate the city/state/zip where you are interested in working), Driver History, Authorization & Release, and EEO & Disability.
- In the “**Send Application**” section, check the box next to “I would like to release my profile so that my data can be considered for other job opportunities as well”.
- Click “**Send Application**”.
- You will receive an Acknowledgement of Application confirmation by email.

| 3-DIGIT ZIP CODE | Location in Job Posting Title |
|---|--------------------------------------|
| 006-009 | PUERTO RICO |
| 010-029 | MASSACHUSETTS |
| 010-029 | RHODE ISLAND |
| 030-059 | MAINE |
| 030-059 | NEW HAMPSHIRE |
| 030-059 | VERMONT |
| 060-069 | CONNECTICUT |
| 070-089 | NEW JERSEY |
| 100-104, 112 | NEW YORK 1 |
| 105-109, 120-149 | NEW YORK 3 |
| 110, 111, 113-119 | NEW YORK 2 |
| 150-179 | PENNSYLVANIA 1 |
| 180-199 | DELAWARE |
| 180-199 | PENNSYLVANIA 2 |
| 200, 202-212, 214-219 | MARYLAND |
| 201, 220-246 | VIRGINIA |
| 247-268, 400-418, 420-427 | KENTUCKY |
| 247-268, 400-418, 420-427 | WEST VIRGINIA |
| 270-289 | NORTH CAROLINA |
| 290-299 | SOUTH CAROLINA |
| 300-319, 398 | GEORGIA |
| 320-327, 344 | FLORIDA 1 |
| 328, 329, 335-339, 341, 342, 346, 347 | FLORIDA 2 |
| 330-334, 349 | FLORIDA 3 |
| 350-352, 354-369, 386-397 | ALABAMA |
| 350-352, 354-369, 386-397 | MISSISSIPPI |
| 370-374, 376-385 | TENNESSEE |
| 430-433, 437, 438, 450-457 | OHIO 2 |
| 434-436, 439-449, 458 | OHIO 1 |
| 460-479 | INDIANA |
| 480-485, 492 | MICHIGAN 1 |
| 486-491, 493-499 | MICHIGAN 2 |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | IOWA |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | NEBRASKA |
| 500-516, 520-528, 570-577, 680, 681, 683-693 | SOUTH DAKOTA |
| 530-532, 534, 535, 537-549 | WISCONSIN |
| 550, 551, 553-567, 580-588 | MINNESOTA |
| 550, 551, 553-567, 580-588 | NORTH DAKOTA |
| 590-599, 832-838, 970-979 | IDAHO |
| 590-599, 832-838, 970-979 | MONTANA |
| 590-599, 832-838, 970-979 | OREGON |
| 600-603, 606-608, 610, 611 | ILLINOIS 1 |
| 604, 605, 609, 612-620, 622-629 | ILLINOIS 2 |
| 630, 631, 633-641, 644-648, 650-658, 660-662, 664-679 | KANSAS |
| 630, 631, 633-641, 644-648, 650-658, 660-662, 664-679 | MISSOURI |
| 700, 701, 703-708, 710-714 | LOUISIANA |
| 716-731, 733-741, 743-749 | ARKANSAS |
| 716-731, 733-741, 743-749 | OKLAHOMA |
| 750-764, 766, 767 | TEXAS 1 |
| 765, 768, 769, 780-782, 786-799 | TEXAS 3 |
| 770, 772-779, 783-785 | TEXAS 2 |
| 800-816, 820-831 | COLORADO |
| 800-816, 820-831 | WYOMING |
| 840, 841, 843-847, 890, 891, 893-895, 897, 898 | NEVADA |
| 840, 841, 843-847, 890, 891, 893-895, 897, 898 | UTAH |
| 850-853, 855-857, 859, 860, 863-865, 870, 871, 873-875, 877-884 | ARIZONA |
| 850-853, 855-857, 859, 860, 863-865, 870, 871, 873-875, 877-884 | NEW MEXICO |
| 900-908 | CALIFORNIA 5 |
| 910-912, 917, 918, 926-928 | CALIFORNIA 4 |
| 913-916, 930-937, 939, 953 | CALIFORNIA 3 |
| 919-925 | CALIFORNIA 6 |
| 940-944, 949-951, 954, 955, 959, 960 | CALIFORNIA 1 |
| 945-948, 952, 956-958, 961 | CALIFORNIA 2 |
| 967-969 | HAWAII |
| 980-986, 988-994 | WASHINGTON |
| 995-999 | ALASKA |