



**FEDERAL JOB OPPORTUNITY BULLETIN
RAMSTEIN AB CIVILIAN PERSONNEL OFFICE**

POSITION: Laborer, WG-3502-02, Numerous Positions – X-Mas Overhires - Temp Full-Time NTE: 15 Jan 2005	ANNOUNCEMENT NUMBER: BM-04OCT00XMAS
AGENCY: Department of the Air Force	OPENING DATE: 14 October 2004
ORGANIZATION: 735 CS/SCL (Post Office)	CLOSING DATE: 20 October 2004
DUTY LOCATION: Ramstein AB, Germany	RECRUITMENT CATEGORIES: 1
AREA OF CONSIDERATION: Commuting Area	SALARY: \$10.88 PH

DESCRIPTION OF DUTIES: The purpose of this position is to perform manual labor tasks involving heavy continuous lifting and moving of boxes and other item which require little or no special skill, experience, or training and may involve a number of successive steps or processes. Unloads Sealand bulk mail trucks and first class mail trucks, loads first class mail truck, moves, and stacks material such as heavy boxes and bulky mail bags and letter trays by hand, cart, or conveyer belt. Utilizes safety and security practices and procedures following established safety and security rules and regulations and maintains a safe and clean work environment. Processes incoming mail for delivery. Processes outgoing mail for dispatch.

KNOWLEDGE, SKILLS AND ABILITIES (KSA'S):

- (1) Knowledge of established safety standards and procedures.
- (2) Ability to read and follow simple signs and specific written and/or oral instructions
- (3) Ability to independently complete duties involving several distinct steps or tasks.
- (4) Ability to lift and move moderately heavy objects.

OTHER SIGNIFICANT FACTS:

- (1) Pre-Employment physical needs to be accomplished upon selection for position.

QUALIFICATION REQUIREMENTS: Applicants are evaluated based upon qualification requirements published by the Office of Personnel Management (OPM) Qualification Standard for Federal Wage System. Experience must demonstrate the above KSA's.

EDUCATION SUBSTITUTION: None.

Individuals hired locally will not normally be authorized Living Quarters Allowance (LQA). On positions identified as Hard-to-Fill or ones usually filled by recruitment from the US, a determination will be made by the Allowances Section of the Civilian Personnel Office at time of tentative selection whether a local hire selectee meets personal eligibility requirements for LQA IAW Department of State Standardized Regulations and USAFE Policy.

REQUIRED APPLICATION FORMS: Please refer to the Ramstein Application Packet provided in the Civilian Personnel Office room 123 or to the web site at www.ramstein.af.mil/435mss/cpo/.

Incomplete applications will not be considered!

HOW TO APPLY: Applications must be turned in to the Ramstein CPO, Bldg 2120, Room 123 between 0800 and 1600, Monday-Friday by the closing date of the announcement OR mailed to 435 MSS/ DPCS, UNIT 3220 BOX 365, APO AE 09094-0365 and RECEIVED by the closing date of the announcement.

POINT OF CONTACT: Customer Service Counter, DSN 480-7092 or commercial 06371-47-7092.

PLEASE SEE REVERSE