



ALL EMPLOYEE STAND-UP TALK

In-Service Maintenance Positions

Opened from March 1, 2024, through March 31, 2024

Annual In-Service Register

As part of the Postal Service's ongoing effort to streamline our ability to fill vacant authorized skilled Maintenance positions in the New Jersey District, we are offering New Jersey District career employees the opportunity to submit their request(s) for consideration for the following maintenance positions.

Electronic Technician – Level 10
Building Equipment Mechanic – Level 9
Maintenance Equipment Mechanic – Level 9
Maintenance Mechanic – Level 7

Candidates must successfully pass Maintenance Exam 955 and qualify on Review panel(s) which will be scheduled at a later date.

Career Postal employees are to complete the Applicant Data Collection Sheet (ADCS) for Maintenance. **Please complete and send via fax or mail by the closing date that is on the ADCS form.**

It is important that the form is clearly filled out and completed. Incomplete forms with missing information will not be considered.

Applicant collection data sheets must be received by March 31, 2024	
Fax: 732-819-3819	
Return completed form to:	NJD - Employee Development
	Marlyn Garrison
	21 Kilmer Rd. Room 607
	Edison, NJ 08899

***Forms Available Outside Maintenance Office**



ALL EMPLOYEE STAND-UP TALK

In-Service Maintenance Laborer Custodial Positions

Opened from March 1, 2024, through March 31, 2024

Annual In-Service Register Laborer Custodial Opportunity:

As part of the Postal Service's ongoing effort to streamline our ability to fill vacant authorized Laborer Custodial positions in the New Jersey District, we are offering New Jersey District career employees the opportunity to submit their request(s) for consideration for those offices (including your current facility) that have authorized laborer custodial positions.

Establishing an In-service register for each office does not necessarily mean there are currently positions available. Creating the installation registers will provide the NNJ District with a current roster of interested applicants for future positions. For each Postal facility In-service Laborer Custodial register, you choose to be included on, you will be ranked on that register according to the pecking order listed in the APWU/USPS JCIM 2012, Article 38.

Career Postal employees are to complete the Applicant Data Collection Sheet (ADCS) for Maintenance, Laborer Custodial Vacancies. Please complete and send via fax or mail by the closing date that is on the ADCS form. It is important that the form is clearly filled out and completed or the request will not be considered.

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Return completed form to:	NJD - Employee Development
	Marlyn Garrison
	21 Kilmer Rd. Room 607
	Edison, NJ 08899

Employee Data Collection Form

PRINT LEGIBLY

IN SERVICE

Opening Date: March 1, 2024

Closing date: March 31, 2024

Maintenance In-Service Sheet
*** (For career employees only) ***

I am requesting a Maintenance Selection System to include completion of Exam 955 and any required MSS Structured Interviews for the following authorized positions

Electronics Technician Electronic Technician / PS-10

Maintenance Mechanic-MPE Maintenance Mechanic, MPE / PS-09

Maintenance Mechanic Maintenance Mechanic / PS-07

Building/AMT Area Maintenance Technician / PS-09
 Building Equipment Mechanic / PS-09

Non-MSS Positions Maint Support Clerk Maintenance Support Clerk / PS-07
 Laborer Custodial / PS - 04

Admin comments:

The following information must be provided (Please print legibly)

Employee Name: _____ Home Address: _____

Employee EIN #: _____ City, State, Zip: _____

Position Title: _____ Employee Email: _____

Work location: _____ Employee Phone: _____

Employee is required to schedule exam locally. In the event that you are unable to schedule locally, contact the HR RMSS or Maintenance RMSS coordinator for guidance.

Employee Signature _____ Date _____

****Applicant collection data sheets must be received by March 31, 2024****

Fax: 732-819-3819

Return completed form to: NJD - Employee Development
Marlyn Garrison
21 Kilmer Rd. Room 607
Edison, NJ 08899

Received by: _____
Name _____
Date _____

TO: ALL CAREER CRAFT EMPLOYEES

RE: NJ MAINTENANCE, LABORER CUSTODIAL VACANCIES

APPLICANT DATA COLLECTION SHEET

Authorization has been given to establish an In-Service Register for all NNJ District facilities with authorized Laborer Custodial staffing. All interested career craft employees are invited to submit this Data Sheet for consideration for the office(s) of their choice. **Please clearly print the information requested. Incomplete Applicant Data Collection Sheets will not be considered.**

Opening Date: March 1, 2024

Closing Date: March 31, 2024

Last Name

First Name

MI

Employee ID Number

Example: EIN: 01122334

Employee Email Address

Current Facility

Current Craft

Please select (√) the office(s) for which you would like to be considered for Laborer Custodial vacancies:

<input type="checkbox"/>	DVD P&DC	<input type="checkbox"/>	EDISON PO	<input type="checkbox"/>	MAPLE SHADE PO	<input type="checkbox"/>	PRINCETON PO
<input type="checkbox"/>	GREATER NEWARK NJ P&DC	<input type="checkbox"/>	ELIZABETH PO	<input type="checkbox"/>	MARLTON PO	<input type="checkbox"/>	PT PLEASANT BEACH PO
<input type="checkbox"/>	NEW JERSEY NDC	<input type="checkbox"/>	ELMER PO	<input type="checkbox"/>	MATAWAN PO	<input type="checkbox"/>	RAHWAY PO
<input type="checkbox"/>	NORTHERN NJ METRO P&DC	<input type="checkbox"/>	ENGLEWOOD PO	<input type="checkbox"/>	MAYS LANDING PO	<input type="checkbox"/>	RED BANK PO
<input type="checkbox"/>	SOUTH JERSEY P&DC	<input type="checkbox"/>	ENGLISHTOWN PO	<input type="checkbox"/>	MEDFORD PO	<input type="checkbox"/>	RIDGEFIELD PO
<input type="checkbox"/>	TRENTON P&DC	<input type="checkbox"/>	ESSEX FELS PO	<input type="checkbox"/>	MIDDLETOWN PO	<input type="checkbox"/>	RIDGEWOOD PO
<input type="checkbox"/>	ABSECON PO	<input type="checkbox"/>	FAIR LAWN PO	<input type="checkbox"/>	MIDLAND PARK PO	<input type="checkbox"/>	RIO GRANDE PO
<input type="checkbox"/>	ALLENDALE PO	<input type="checkbox"/>	FANWOOD PO	<input type="checkbox"/>	MILLBURN PO	<input type="checkbox"/>	RIVERSIDE PO
<input type="checkbox"/>	ASBURY PARK PO	<input type="checkbox"/>	FLEMINGTON PO	<input type="checkbox"/>	MILLVILLE PO	<input type="checkbox"/>	RIVERTON PO
<input type="checkbox"/>	ATCO PO	<input type="checkbox"/>	FORKED RIVER PO	<input type="checkbox"/>	MONMOUTH JUNCTION PO	<input type="checkbox"/>	ROCHELLE PARK PO
<input type="checkbox"/>	ATLANTIC CITY PO	<input type="checkbox"/>	FORT LEE PO	<input type="checkbox"/>	MONROE TOWNSHIP PO	<input type="checkbox"/>	ROSELAND PO
<input type="checkbox"/>	AVENEL PO	<input type="checkbox"/>	FRANKLIN PARK PO	<input type="checkbox"/>	MONTCLAIR PO	<input type="checkbox"/>	RUTHERFORD PO
<input type="checkbox"/>	BAYONNE PO	<input type="checkbox"/>	FRANKLIN PO	<input type="checkbox"/>	MONTVALE PO	<input type="checkbox"/>	SADDLE RIVER PO
<input type="checkbox"/>	BAYVILLE PO	<input type="checkbox"/>	FREEHOLD PO	<input type="checkbox"/>	MOORESTOWN PO	<input type="checkbox"/>	
<input type="checkbox"/>	BEACH HAVEN PO	<input type="checkbox"/>	GLASSBORO PO	<input type="checkbox"/>	MORRISTOWN PO	<input type="checkbox"/>	SCOTCH PLAINS PO
<input type="checkbox"/>	BELMAR PO	<input type="checkbox"/>	HACKENSACK PO	<input type="checkbox"/>	MOUNT HOLLY PO	<input type="checkbox"/>	SEWELL PO
<input type="checkbox"/>	BERGENFIELD PO	<input type="checkbox"/>	HACKETTSTOWN PO	<input type="checkbox"/>	MOUNT LAUREL PO	<input type="checkbox"/>	SICKLERVILLE PO
<input type="checkbox"/>	BLACKWOOD PO	<input type="checkbox"/>	HADDONFIELD PO	<input type="checkbox"/>	MULLICA HILL PO	<input type="checkbox"/>	SOMERS POINT PO
<input type="checkbox"/>	BLOOMFIELD PO	<input type="checkbox"/>	HAMMONTON PO	<input type="checkbox"/>	NEPTUNE PO	<input type="checkbox"/>	SOMERSET PO
<input type="checkbox"/>	BOUND BROOK PO	<input type="checkbox"/>	HAMPTON PO	<input type="checkbox"/>	NEW BRUNSWICK PO	<input type="checkbox"/>	SOMERVILLE PO

BRICK PO	HARRISON PO	NEWARK PO	SOUTH BOUND BROOK PO
BRIDGETON PO	HAZLET PO	NEWTON PO	SOUTH ORANGE PO
BRIDGEWATER PO	HIGHTSTOWN PO	NORTH BERGEN PO	SOUTH PLAINFIELD PO
BROWNS MILLS PO	HILLSBOROUGH PO	NORTHVALE PO	SPOTSWOOD PO
BURLINGTON PO	HOBOKEN PO	OAKLAND PO	SPRING LAKE PO
BUTLER PO	HOLMDEL PO	OLD BRIDGE PO	STRATFORD PO
CAMDEN PO	HOWELL PO	ORADELL PO	SUMMIT PO
CAPE MAY CT HOUSE PO	ISELIN PO	ORANGE PO	SWEDESBORO PO
CAPE MAY PO	JACKSON PO	PARAMUS PO	TEANECK PO
CARTERET PO	JERSEY CITY PO	PARLIN PO	TENAFLY PO
CEDAR GROVE PO	KEARNY PO	PARSIPPANY PO	TOMS RIVER PO
CHERRY HILL PO	KENILWORTH PO	PASSAIC PO	TRENTON PO
CLAYTON NJ PO	KEYPORT PO	PATERSON PO	UNION CITY PO
CLEMENTON PO	KIRKWOOD/VOORHEES PO	PAULSBORO PO	UNION PO
CLIFTON PO	LAKE HIAWATHA PO	PENNINGTON PO	VINCENTOWN PO
CRANFORD PO	LAKEHURST PO	PENNSVILLE PO	VINELAND PO
DAYTON PO	LAKEWOOD PO	PERTH AMBOY PO	WASHINGTON PO
DENVILLE PO	LINDEN PO	PHILLIPSBURG PO	WAY-SHEFFIELD STA
DOVER PO	LITTLE FALLS PO	PISCATAWAY PO	WEST CALDWELL PO
DUMONT PO	LIVINGSTON PO	PITMAN PO	WEST NEW YORK PO
EAST BRUNSWICK PO	LONG BRANCH PO	PLAINFIELD PO	WESTFIELD PO
EAST HANOVER PO	MADISON PO	PLEASANTVILLE PO	WESTWOOD PO
EAST ORANGE PO	MAHWAH PO	POMPTON LAKES PO	WILLIAMSTOWN PO
EATONTOWN PO	MANAHAWKIN PO	PRINCETON JUNCTION PO	WILLINGBORO PO
			WOODBURY PO

****Applicant collection data sheets must be received by March 31, 2024****

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