

WHAT HAPPENS IF I BECOME UNASSIGNED?

January 9, 2015—I want to talk a little about becoming unassigned today. I know that many of you may be concerned that as the bid sheet closes on January 11, 2015 you may not get a bid awarded to you. This is a possibility and can lead to some uncertainty. First I want to address what can happen if you are a Clerk.

If you find yourself without a duty assignment on January 24, 2015, you will be considered an “unassigned regular”. This means that you are still a full-time clerk, still guaranteed 8 hours of work 5 days a week for 40 hours a week. You will have 2 non-scheduled days per week. However, you are at the whim of management for being assigned a **schedule**. Once a clerk becomes unassigned management has 28-days to determine where they need to work the employee and what the schedule will be. However, once that clerk is assigned a schedule (no matter if it is on day 1 or day 28) that schedule cannot be changed for **180 days**. This is a **schedule** not a **duty assignment** (bid).

While you are unassigned you are required to bid on all jobs from the same or higher level that you were in when you became unassigned. Mail Processing Clerks are level 6 and must bid on all Level 6 and level 7 jobs. Lead Clerks are Level 7 and must bid on all level 7 jobs.

While you are unassigned you can be assigned a **duty assignment** that is residual. A residual means that a duty assignment went through the entire bid process and nobody bid the job and it went unawarded. Often times these are very undesirable duty assignments. If you are assigned a job that requires training of any kind you will be given that training **on the clock**. If you fail that training you are subject to be separated (fired/removed). It is your best interest to bid any job available so that you are not assigned. **You can even be assigned a lower level duty assignment at the REC if you meet the minimum qualifications: have passed the test to work at the Post Office and the 714 type test.** If you get assigned the REC you will have saved grade.

If you bid a job and there is training, scheme training will be off the clock (however if you pass it will all then be paid to you at the overtime rate), window training will be on the clock, and REC site training would be on the clock. **However, if you fail training for a duty assignment you bid you will not get fired.** You just go back to being unassigned. You can then keep bidding. Also, while you are in training (pending qualification status) you cannot be assigned another duty assignment but you can bid all you want! That is why bidding jobs—even ones you don’t necessarily want—is to your advantage! Remember, bid, bid, bid. Nothing stops you from bidding—you always have the right to bid.

If you are an employee who lost a higher level duty assignment by being assigned to the REC or to a Level 6 mail processing job after you were a level-7 you will have saved grade. However, if you fail to bid for an open vacancy in your former wage level you will lose your saved grade. So you should always bid on the duty assignments that are open for bid in your wage level in order to keep your saved grade.

In the Maintenance Craft, if you are unassigned you need to PAR every job. The way maintenance bidding works does not leave much time for anyone to be unassigned. Most likely you would only be unassigned for a pay period or two. If you don’t PAR a position you will be assigned what is left over at the end of the PAR process. However, you will not face being separated like an employee in the Clerk Craft because more than likely most of the skilled maintenance employees are already qualified or are currently in their 1 year qualification period that requires you to attend school in Oklahoma.

I hope that helps clarify things a bit about being unassigned. Please do not hesitate to contact me if you have additional questions. chcash@apwusLc6.org 801-966-5803

