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## Mail Handler Assistant (MHA)

A Mail Handler Assistant loads, unloads, and moves mail and performs other duties incidental to the movement and processing of mail.

- Benefits may include paid vacation leave and health insurance.
- Part-time, non-career position, which may lead to a full-time career position; however, there is no guarantee.
- Hours will vary and include overnight work, holidays, and weekends; there is no guarantee.
  - *Example: You may work 20 hours one week and 60 hours the following week.*
- You must be flexible with little to no lead time or advance notice of a schedule change.
- You will load and unload mail from trucks.
- You will separate all mail received from trucks and conveyors for dispatch to other conveying units.
- You will place empty sacks or pouches on racks and label them.
- You will pick up sacks, pouches, and outside pieces and separate outgoing bulk mail for dispatch and load mail onto trucks.
- You may be required to operate equipment and machinery.
- Duties are physically demanding requiring moderate to heavy lifting, carrying, prolonged standing, walking, and reaching.
- You must follow established safe work methods and procedures.

*The USPS is an equal opportunity employer and a top employer of veterans.*

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