

U.S. Postal Service
PERSONNEL QUESTIONNAIRE

1. Social Security Number	2. Work Report Number	3. Employee Name	
4. Active Military Reserve Status (Check One) <input type="checkbox"/> (Y) Yes <input type="checkbox"/> (N) No		5a. Home Address (Street Number and Name, Not P.O. Box)	
5b. City	5c. State	5d. ZIP+4	5e. Telephone (Include Area Code)

6. Collateral Duties (Enter Effective Date and/or End Date for all that apply.)

a. Duty	b. Effect. Date	c. End Date	a. Duty	b. Effect. Date	c. End Date
(01) Bomb Specialist			(06) Firearms Coordinator		
(02) CON-CON Monitor			(07) Hispanic Program Coordinator		
(03) CON-CON Monitor Alternate			(08) Timekeeper		
(04) Domicile Coordinator			(09) Women's Program Coordinator		
(05) EEO Counselor			(10) Fitness Coordinator		
			(11) Forfeiture Specialist		

7. Specialized Experience. (Describe briefly specialized experience such as details to team leader, working on task force, heading major investigation, etc. Use the numerical codes below to identify the area in which this specialized experience was earned.)

a. Code	b. Begin Date	c. End Date	d. Description

Specialized Experience Codes	(01) Opinion Audit (AD)	(15) Prevention (PV)	(28) IC Financial (ICF)
	(02) Financial Audit (AF)	(16) EC Mail Theft (ECMT)	(29) IC Workers Compensation (ICW)
	(03) Developmental Audit (AX)	(17) EC Robbery (ECR)	(30) IC Narcotics (ICN)
	(04) Operational Audit (OA)	(18) EC Assault (ECA)	(31) IC Miscellaneous (ICM)
	(05) Contract Audit (AC)	(19) EC Burglary (ECB)	(32) Personnel/Physical Security (PS)
	(06) Revenue Audit (AR)	(20) EC Contraband Postage (ECCP)	(33) Security Contingency (SC)
	(07) Audit Investigation (AI)	(21) EC Money Order (ECMO)	(34) Recruitment (R)
	(08) Accident Investigation (AA)	(22) EC Miscellaneous (ECM)	(35) H—Case Investigation (H)
	(09) Audit Weigh Section (AWS)	(23) Fraud (F)	(36) Administration (ADMN)
	(10) Audit TFL Capital Investment (ACI)	(24) Prohibited Mails (PM)	(37) Training (TRNG)
	(11) Expanded EDP Audit-Manual (EDP1)	(25) IC Letters (ICL)	(38) Instructor (INST)
	(12) Expanded EDP Audit-Computer (EDP2)	(26) IC Parcels (ICP)	(39) Litigation and Advocacy (LAW)
	(13) Expanded EDP Audit-TFL (EDP3)	(27) IC Registered Mail (ICR)	(99) Other (OTH)
	(14) EDP		

8. Skill (Enter the month and year for each skill in which you are currently proficient.)

Date Obtained	Skill	Date Obtained	Language Skill	Date Obtained	Legal Skill
	(01) Photography		(20) African		(50) State Bar Admission
	(02) Pilot		(21) American Indian		State:
	(03) Scuba Diving		(22) Arabic		(51) Federal Bar Admission
	(04) Teaching Certificate		(23) Chinese		(52) Litigated MSPB Cases
	(05) Electronics		(24) French		(53) Litigated EEO Cases
	(06) EDP		(25) German		(54) Litigated ELM Cases
	(07) CIA		(26) Hebrew		(55) Litigated Set-Off Cases
	(08) CPS-Licensed		(27) Indian		(56) Lit. 3005/3007 Cases
	(09) CPA-Certified-No License		(28) Italian		(57) Litigated as Spec. AUSA
			(29) Japanese		(58) Litigated Criminal Cases
			(30) Philippines		(59) Research Skills (LEXIS)
			(31) Russian		(60) FOIA/Privacy Act
			(32) Spanish		(61) Labor Relations
			(33) Vietnamese		
			(34) Yiddish		
			(35) Other Language		

9. Complete Degrees (Use the codes from below to indicate type of degree and education major.)

a. Degree Level	b. Major	c. Year Completed	d. Name of School

Completed Degree Level Codes

(AA) Associate of Arts	(LLB) Bachelor of Laws	(MD) Doctor of Medicine
(AAS) Associate of Arts & Sciences	(LLD) Doctor of Laws	(MED) Master of Education
(AS) Associate of Science	(JD) Juris Doctor	(MS) Master of Science
(BA) Bachelor of Arts	(MA) Master of Arts	(PhD) Doctor of Philosophy
(BS) Bachelor of Science	(MBA) Master of Business Administration	

Education Major Codes

(0002) Accounting	(0028) Education	(0056) Mathematics
(0004) Agriculture	(0030) Engineering-Electrical	(0057) Management
(0006) Anthropology and Archeology	(0032) Engineering-Industrial	(0058) Military Sciences
(0008) Architecture	(0034) Engineering-Mechanical	(0059) Marketing
(0010) Art	(0036) Engineering-Other	(0060) Music
(0012) Biological Sciences	(0038) English	(0062) Philosophy
(0014) Business Sciences	(0039) Forensic Sciences	(0064) Physics
(0016) Business Administration	(0040) Finance	(0066) Physical Sciences
(0017) Business Management	(0042) Foreign Languages	(0068) Political Science
(0018) Chemistry	(0044) Government	(0070) Psychology
(0019) Church Administration	(0046) Health Professions	(1171) Public Administration
(0020) Communications	(0048) History	(0072) Social Science
(0022) Computer Sciences	(0049) International Affairs	(0073) Secretarial Sciences
(0023) Counseling	(0050) Journalism	(0074) Sociology
(0024) Criminal Sciences-Law Enforcement	(0052) Law	(0076) Statistics
(0025) Data Processing	(0054) Liberal Arts	(0077) Urban Studies
(0026) Economics	(0055) Labor Relations	(0078) Zoology
		(0125) Divinity

Use this space for continuation. Identify each item number being continued.

The collection of this information is authorized by Public Law 92-261, 39 U.S.C. 401, 1001; and completion of this form is voluntary. This information will be used to effectively assign Inspection Service personnel based on their individual skills and background. As a routine use, this information may be disclosed to a congressional office at the subject's request or where pertinent, in a legal proceeding to which the Postal Service is a party, or to OMB for review of private relief legislation. Your failure to provide this information may result in you not being considered for a specific assignment.

10a. Employee Signature	10b. Title of Employee
10c. Name of Reviewing Official (Print or Type)	10d. Title of Reviewing Official
10e. Signature	10f. Date Signed
Entered By:	
Date	