



## POSTAL REGULATORY COMMISSION JOB VACANCY NOTICE

**VACANCY NUMBER: PRC 04-19**  
**OPEN: SEPTEMBER 23, 2008**  
**CLOSE: OCTOBER 21, 2008**

**POSITION TITLE:** ECONOMIST  
**GRADE:** PRC-3  
**SALARY RANGE:** \$52,296 - \$83,673  
**LOCATION:** POSTAL REGULATORY COMMISSION  
OFFICE OF ACCOUNTABILITY AND COMPLIANCE  
ANALYSIS AND PRICING DIVISION  
901 NEW YORK AVENUE, NW, SUITE 200  
WASHINGTON, DC 20268-0001

The Postal Regulatory Commission has an exciting opportunity for a highly motivated, highly skilled person with experience in field of economics.

### OVERVIEW

The Postal Regulatory Commission is an independent agency that is part of the executive branch of the Federal government. As a small agency, we provide the opportunity to work in a professional and collegial environment with talented and committed staff and to directly contribute to the Commission's mission.

On December 20, 2006, President George W. Bush signed into law the Postal Accountability and Enhancement Act, Public Law 109-435 (PAEA), thereby transforming the Postal Rate Commission into the Postal Regulatory Commission. The PAEA has given the Commission a new mission to ensure transparency and accountability of the United States Postal Service to foster a viable and efficient postal system. The person selected for this position will be *a vital contributor to the development of the rules, regulations, and procedures that will help us fulfill our mission.*

### DUTIES

An Economist in the Analysis and Pricing Division:

- Provides analysis and recommendations in the establishment and maintenance of Commission rules, regulations and procedures to be followed by the Postal Service regarding the regulation of rates.
- Reviews and evaluates Postal Service data, including:
  - Explores, identifies, and addresses complex and controversial issues dealing with mail rates and classifications.
  - Estimates trends in postal volumes, evaluates various economic factors that affect the demand of postal services, and develops econometric and other

models used in projecting postal volumes and revenues; develops estimates of the impact of alternative rate increases on the demand for postal products.

- Replicates and audits quantitative analyses in the areas of costing, pricing, and rate design and provides recommendations to the Assistant Director, Director and/or other senior staff based on findings.
- Provides technical advice and assistance to Commission staff, including the Director, special assistants, and attorneys in the areas of costing, pricing and rate design.
- Prepares written and oral reports based on data analyses.
- Conducts analyses of Postal Service performance (e.g., productivity and operations) and drafts reports and/or briefs the Commission on findings.
- Responds to special study requests from Congress.
- Responds to information requests from Congress, the USPS, mailers, and/or the general public.

This Office is responsible for promoting United States Postal Service transparency and accountability by establishing and maintaining a modern system to regulate rates, by ensuring Postal Service compliance, by making recommendations based on the analysis of financial reports from the Postal Service, and by preparing annual and periodic reports to Congress. The Office of Accountability and Compliance serves the Commission and Commissioners, the Postal Service, mailers, the U.S. Department of State, and the American Public.

## **QUALIFICATIONS AND EVALUATION**

You will be evaluated and ranked by a screening panel based on evidence of your ability to successfully perform the duties of the position. The panel will forward the highest ranked candidates to the office director for selection.

To be eligible for consideration, you must have experience that has equipped you with the ability, skill and knowledge to successfully perform the duties of this position. Typically, experience will be related to this line of work and at a level similar to this position. You must meet the technical qualifications described below. Please describe your experience relative to the technical qualifications. We recommend you address each one individually, specifically and completely. Your application must not exceed 8 typewritten pages and should focus on accomplishments which demonstrate possession of each qualification.

### **Mandatory Technical Qualifications**

1. Ability to effectively communicate complex concepts both orally and in writing
2. Ability to organize time and tasks to successfully complete activities
3. Ability to collaborate with others in a team
4. Problem solving and critical thinking/analytical skills
5. Extensive knowledge in the field of postal economics
6. Knowledge of U.S. postal laws and the United States Postal Service operations and services
7. Knowledge of Postal Service market, products, mail classification system, and operations
8. Knowledge of Postal Service rate design, underlying cost models, and the interaction of supporting cost models in the rate design process

## **Educational Requirements:**

- A. Successful completion of a full 4-year course of study in an accredited college or university leading to a bachelor's or higher degree in economics or a related field that included at least 21 semester hours in economics and 3 semester hours in statistics, accounting, or calculus.

OR

- B. Combination of education and experience--at least 4 years of experience in economics, or an equivalent combination of economics experience, college-level education, and training that provided professional economics knowledge. Previous education/experience must also include *one* of the following:
1. Twenty-four semester hours in economics courses of appropriate type and quality; or
  2. Completion of the requirements for a degree that included substantial course work in economics, e.g., 15 semester hours, but that does not fully satisfy the 24-semester-hour requirement of paragraph A, provided that (a) you have successfully worked at the full-performance level in economics, econometrics, or a related field, (b) a panel of at least two higher level professional economists or econometricians has determined that you have demonstrated a good knowledge of economics and of related and underlying fields that equals in breadth, depth, currency, and level of advancement that which is normally associated with successful completion of the 4-year course of study described in paragraph A; and (c) except for literal nonconformance to the requirement of 24 semester hours in economics, your education, training, and experience fully meet the specified requirements.

## **BENEFITS AND OTHER INFO**

- The Federal Employees Health Benefits Program has many plans to choose from all at very reasonable rates, which can be paid from pre-tax income.
- The Federal Employees Retirement System is one of the premier retirement programs in the Nation. The program features three components: a retirement pension; the Thrift Savings Plan (an employee controlled investment program); and social security.
- Federal Employee Group Life Insurance offers numerous life insurance policy options covering employees and dependents.
- The leave program offers exceptional time off benefits including annual leave, sick leave, family medical leave, and 10 paid holidays per year.
- You may be eligible for career development and enrichment training; family friendly policies, such as flexible work schedules; and Employee Assistance Programs.
- If you commute using public transportation, you may be eligible for a transit subsidy.

- Convenient location near the Metro Center, Gallery Place and Convention Center/Mt. Vernon Square Metro stations.

- Flexible Spending Accounts for out of pocket health care expenses and/or child care expenses.

### **Other Information**

Relocation expenses are not authorized.

You must be a U.S. citizen or national to be eligible for this position.

If you are a male born after December 31, 1959, must certify that you have registered with the Selective Service System, or are exempt from having to do so under Selective Service Law.

The Postal Regulatory Commission is an Equal Opportunity Employer. Selection for this position will be made solely on the basis of merit, fitness for duty, and job related qualifications without regard to race, gender, religion, color, age, marital status, national origin, non-disqualifying handicapping condition, or any other non-merit factor.

Applications will not be accepted if you use franked envelopes, or postage paid agency envelopes or metered mail.

You can get forms and additional information from the Commission's personnel office at 202-789-6840.

If you need reasonable accommodation for a disability, please contact 202-789-6840. If you have a hearing impairment, you may call the Federal Information Relay Service at 1-800-877-8339 for assistance in contacting the person named above.

### **HOW TO APPLY**

You may use any written format you choose to apply. Be sure your application or resume includes all of the items listed in Optional Form 612, Optional Application for Federal Employment (available at <http://www.opm.gov/forms/html/of.htm#of612>). If your application/resume does not include the required information, you may lose consideration for the job.

We will use your application/resume, Mandatory Technical Qualifications and educational qualifications to determine if you meet the minimum qualifications for the job for which you qualify. Please indicate the lowest salary you are willing to accept. Also, submit:

- Your supplemental narrative statement that provides a description and examples of your accomplishments separately addressing each of the ECQ and Technical Qualifications. Do not exceed two pages per qualification.
- A copy of your most recent performance rating of record.
- A list of training completed in the last five years and dates completed.
- A list of awards received in the last 3 years and dates received.

Submit application or resume to:

Postal Regulatory Commission  
Attn: Personnel Officer  
Vacancy Number PRC: 04-19  
901 New York Avenue, NW – Suite 200  
Washington DC 20268-0001

Faxed applications will be accepted. Fax to 202-789-6886. Applications will also be accepted by email at [personnel@prc.gov](mailto:personnel@prc.gov).

All applications must be received no later than October 21, 2008.