



POSTAL REGULATORY COMMISSION

JOB VACANCY NOTICE

VACANCY NUMBER: PRC 01-26

OPEN: December 15, 2025

CLOSE: December 20, 2025

POSITION TITLE: PRICING, COSTING AND SERVICE PERFORMANCE EXPERT
GRADE: PRC – 7
SALARY RANGE: \$167,603 - \$195,200
LOCATION: POSTAL REGULATORY COMMISSION
OFFICE OF ACCOUNTABILITY AND COMPLIANCE
901 NEW YORK AVENUE, NW, SUITE 200
WASHINGTON, DC 20268-0001
TELEWORK ELIGIBLE: YES – ROUTINE TELEWORK POTENTIAL
APPOINTMENT TYPE: PERMANENT
SECURITY
CLEARANCE: PUBLIC TRUST BACKGROUND INVESTIGATION
INFORMATION: ONE POSITION MAY BE FILLED UNDER THIS VACANCY ANNOUNCEMENT
WHO MAY BE
CONSIDERED: OPEN TO CURRENT PRC EMPLOYEES
APPLICATION PERIOD: 5 DAYS

INTRODUCTION

The Postal Regulatory Commission has an exciting employment opportunity for a Pricing, Costing and Service Performance Expert.

LEARN MORE ABOUT THIS AGENCY

The Postal Regulatory Commission is an independent establishment of the executive branch created by the Postal Accountability and Enhancement Act (PAEA) to provide strengthened oversight of the Postal Service. The five-member bipartisan Commission promotes high quality universal mail service for the American people by ensuring Postal Service transparency, accountability, and compliance with the law. The Commission is the primary regulator of the Postal Service and works to provide appropriate insight into postal rates, finances, and service to stakeholders and the public.

WORK ENVIRONMENT

This position is in the Office of Accountability and Compliance (OAC). This Office is responsible for promoting United States Postal Service transparency and accountability by establishing and maintaining a modern system to regulate rates, ensuring Postal Service compliance with the Postal Accountability and Enhancement Act (PAEA), 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. This position is eligible for routine telework.



MAJOR DUTIES AND RESPONSIBILITIES

- Serve as senior expert on postal costing, pricing, and service performance, providing authoritative analysis and guidance on Commission approved methodologies and models.
- Conduct advanced economic analyses using established PRC analytic frameworks, including variable analysis, cost attribution methodologies, and pricing models.
- Identify emerging issues in postal economics, operations, and finances and advise senior Commission leadership on areas where targeted Commission research or analysis would support regulatory or policy decision making.
- Scope, plan and conduct special studies that advance the Commission's statutory responsibilities.
- Develop and deliver advanced training programs to build Commission staff expertise in postal costing, pricing, and regulatory economics.

QUALIFICATIONS

- Master's degree in data analytics focused on applied regulatory analysis.
- Minimum of 5 years of management experience
- A minimum of 15 years of directly relevant experience conducting regulatory economic analysis within the postal sector, including direct application of Commission approved costing pricing, and service performance methodologies.
- Experience serving as lead analyst or principal contributor on major Commission level analytical work, including projects or dockets involving pricing, costing, and service issues such as rate cases, Annual Compliance Determinations, and Nature of Service proceedings.
- Demonstrated experience developing and delivering advanced training programs on postal costing, principles, and regulatory economics.
- Extensive experience briefing Commissioners and senior leadership, presenting complex analyses, and defending methodological recommendations before internal and external stakeholders.

To be eligible for consideration, your application materials must demonstrate that you have experience that has equipped you with the ability, skill, and knowledge to successfully perform the duties of the position described above. Typically, experience will be related to legal or regulatory work at a level similar to this position and may encompass paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional, philanthropic, religious, spiritual, community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

EDUCATION

Successful completion of a course of study in an accredited college or university leading to a Master's degree or higher in a quantitative field (e.g., mathematics, engineering, business, operations research, science) that included four higher level courses in quantitative analysis.

HOW YOU WILL BE EVALUATED

You will be evaluated by a screening panel based on evidence of your ability to successfully perform the duties of the position according to the qualifications outlined in this announcement. The panel will forward the appropriate candidates to



the Director of the Office of Budget and Finance for further consideration and possible interview.

ETHICS REQUIREMENTS

The Commission is committed to government ethics. As a Commission employee, you will be subject to the Standards of Ethical Conduct for Employees of the Executive Branch and the criminal conflict of interest statutes. Commission employees are also subject to Commission-specific ethics rules (39 C.F.R. subpart A of part 3001 and supplemental standards of ethical conduct [5 C.F.R. part 5601]). The supplemental standards prohibit Commission employees, as well as their spouses and dependent children, from owning any securities issued by entities that are identified on the Commission's annually published prohibited securities list. As an employee of the Commission, you must complete initial ethics training within three months of your appointment and, depending on your position, complete required financial disclosure forms within 30 days of your appointment.

BENEFITS

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

For more information, visit either <https://www.opm.gov/healthcare-insurance/Guide-Me/New-Prospective-Employees/> or <https://www.opm.gov/healthcare-insurance/open-season/postal-service-health-benefits-pshb-program/>

You will earn annual **vacation leave**. More info: <http://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/annual-leave/>.

You will earn **sick leave**. More info: <http://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/sick-leave-general-information/>.

You will be paid for **Federal holidays** that fall within your regularly scheduled tour of duty. More info: <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/#url=2025>

If you are a current Federal employee, you can boost your retirement savings by participating in the [Thrift Savings Plan\(TSP\)](#). The TSP offers the same types of savings and tax benefits as a 401(k) plan.

If you use public transportation, part of your **transportation costs** may be subsidized. Our human resources office can provide additional information on this program.

You may participate in the **Flexible Spending Account (FSA)** program for expenses that are tax-deductible, but not reimbursed by any other source, including out-of-pocket expenses and non-covered benefits under their PSHB plans.

CONDITIONS OF EMPLOYMENT

- **Citizenship Requirement:** You must be a **U.S. citizen or national** to be eligible for this position.
- **Fair Labor Standards Act (FLSA) Status:** Exempt
- **The Postal Regulatory Commission uses e-Verify:** All new hires must complete the I-9 form, this information will be processed through e-Verify to determine employment eligibility. If a discrepancy arises, you must take affirmative steps to resolve the matter.

Learn more about [E-Verify](#), including your rights and responsibilities.

- **Background Investigation Requirement:** You must successfully pass a background investigation. Failing to pass the background check may be grounds for removal or legal action. If hired, you may be subject to additional investigations at a later time.



- **Direct Deposit:** You will be required to have all federal salary payments electronically deposited into a bank account with a financial institution of your choice.
- **Selective Service Registration:** All applicants born male, on (or after) 12/31/1959, must be registered with the Selective Service System OR have an approved exemption. Visit www.SSS.gov for more info.
- You will be required to serve a probationary period of 1 year.
- Relocation expenses are not authorized.

REASONABLE ACCOMMODATION

If you need reasonable accommodation for a disability, please contact the Commission's HR office at HR@prc.gov or Sherri Proctor at 202-789-6869. 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.

EEO POLICY STATEMENT

The U.S. Postal Regulatory Commission is an Equal Opportunity Employer. The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, parental status, military service, or other non-merit factor.

VETERAN INFORMATION

If you are claiming veterans' preference, you must submit a copy of your DD-214 (Member 4 copy), or other official documentation from a branch of the Armed Forces or the Department of Veterans Affairs showing dates of service and type of discharge. Ten-point preference eligibles must also submit an application for 10-point Veteran Preference, SF-15, along with the required documentation listed on the back of the SF-15 form. For more information on veterans' preference view Feds Hire Vets.

LEGAL AND REGULATORY GUIDANCE

Social Security Number—Your Social Security Number is requested under the authority of Executive Order 9397 to uniquely identify your records from those of other applicants who may have the same name. As allowed by law or Presidential directive, your Social Security Number is used to seek information about you from employers, schools, banks, and others who may know you. Failure to provide your Social Security Number when requested will result in your application not being processed.

Privacy Act—Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under 5 U.S.C. §§ 3302 and 3361.

Signature—Before you are hired, you will be required to sign and certify the accuracy of the information in your application.

False Statements—If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.

ADDITIONAL INFORMATION

Receiving Service Credit or Earning Annual (Vacation) Leave: Federal Employees earn annual leave at a rate (4, 6 or 8 hours per pay period) which is based on the number of years they have served as a federal employee. The Commission may offer Federal employee's credit for their job-related non-federal experience or active duty uniformed military service. This credited service can be used in determining the rate at which they earn annual leave. Such credit must be requested and approved prior to the appointment date and is not guaranteed.

WHAT TO EXPECT NEXT



Once your online application is submitted you will receive a confirmation notification by email. After we receive the application package (including all required documents) and the vacancy announcement closes, we will review applications to ensure qualification and eligibility requirements are met. Please ensure that your application includes all required documents as we will not process applications missing a cover letter, etc. After the review is complete, the best qualified candidates will be referred to the hiring manager for further consideration and possible interview. Applicants will be notified of their status by email, referred applicants will be notified as such and may be contacted directly by the hiring office for an interview. All referred applicants will receive a final notification once a selection decision has been made.

HOW TO APPLY

To apply for this position, you must submit an application package containing all required documents. The complete application package must be submitted via email to employment@prc.gov by 11:59 p.m. (EST) by the closing date of this vacancy to receive consideration. When submitting your application package, please include the vacancy number in the subject line. Applications received missing the vacancy number in the subject line will result in immediate disqualification.

Failure to provide all required information as requested in the vacancy announcement may result in immediate disqualification.

Application packages will NOT be accepted via mail or fax.

In order for your application to be considered complete, the following documents must be submitted:

1. **Cover Letter** (no more than two pages)

2. **Resume:**

Your resume should not exceed 2 pages and must demonstrate the specialized experience related to the position for which you are applying. *If your resume goes beyond two pages, we will only consider the first two pages for the required experience as outlined in the specialized experience.*

For each position listed on your resume, you must specify the following information:

- a. Start and end dates (month/year)
- b. Description of duties
- c. If the position was Federal, you must include the grade and step for each
- d. education

All applications must be received by 11:59 pm on the closing date.

This vacancy announcement will be open from December 15, 2025, through December 20, 2025. Complete application packages must be submitted at the time that you apply to receive consideration. Additional documents will not be accepted after the vacancy closes.

For More Information

You can obtain forms and additional information by contacting Kerry Grega at 202-789-6834 or employment@prc.gov.