MAIL AND PARCEL SORTERS AND RELATED

NOC 74100: MAIL AND PARCEL SORTERS AND RELATED OCCUPATIONS

Process and sort mail and parcels in post offices, mail processing plants and internal mail rooms.

NB QUICK FACTS

3-YEAR OUTLOOK

Good

3-YEAR JOB OPENINGS

63

MEDIAN HOURLY WAGE

$25.00

$17.00 **LOW** $30.25 **HIGH**

TYPICALLY REQUIRED

High school / on-the-job training

EMPLOYED

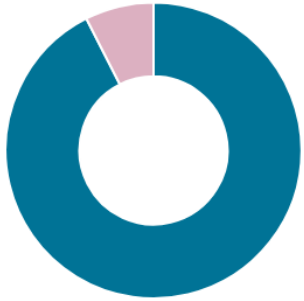# 491

AVERAGE SALARY

$55,600

The information presented is based on data for New Brunswick. To learn more about the data provided, visit www.nbjobs.ca/occupations.

NBjobs.ca

EMPLOYMENT BY INDUSTRY

92.5%	Transportation and warehousing
N/A	N/A
N/A	N/A
7.5%	All Other Industries

EMPLOYMENT BY AGE

6.3%	15-24
15.2%	25-34
15.2%	35-44
30.4%	45-54
22.8%	55-64
10.1%	65+

ALSO KNOWN AS

- Mail Sorter
- Postal Clerk - Mail And Parcel Sorting

MAIN DUTIES:

This group performs some or all of the following duties:

- Sort mail according to destination
- Bundle, label, bag and route sorted mail to the proper delivery stream
- Operate vehicles and material handling equipment in order to sort mail and load postal trucks
- Search directories to find the correct address for redirected mail
- Receive, process, sort and distribute incoming and outgoing mail, faxes, messages and courier packages manually or electronically
- Maintain address databases and produce personalized mailings
- Print and photocopy material, stuff envelopes and affix address labels.

The information presented is based on data for New Brunswick. To learn more about the data provided, visit www.nbjobs.ca/occupations.