

Republic of the Philippines
CGO TACLOBAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CGO TACLOBAN in the CSC website:


Atty. ANNALIZA A. QUILLOPE,
OIC-Human Resource Management Officer

Date: August 16, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Disability Affairs Officer IV	56	22	69963	Bachelor's degree	16 hours of relevant training on disability affairs	3 years of relevant experience on disability affairs	CS Prof./Second Level Eligibility	N/A	City Mayor's Office
NOTHING FOLLOWS										

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **August 31, 2022**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

This office highly encourages all interested and qualified applicants and promote equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

Atty. ANNALIZA A. QUILLOPE
OIC-Human Resource Management Officer
Human Resource Mgt. and Dev't. Office Ground
Floor, City Hall New Bldg., Tacloban City
hrrmdotacloban.applicants@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.