

Republic of the Philippines
COMMISSION ON ELECTIONS
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 COMMISSION ON ELECTIONS in the CSC website:


LEONILA B. GALBAN
HRMO

Date: May 12, 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	Election Officer II	EO2-766-1998	15	P35,097.00	BachelorsDegree relevant to the job	Four (4) hrs. of relevant training	One (1) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Tabontabon, Leyte
2	Election Officer II	EO2-748-1998	15	P35,097.00	BachelorsDegree relevant to the job	Four (4) hrs. of relevant training	One (1) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Inopacan, Leyte
3	Election Officer IV	EO4-83-2015	21	P62,449.00	BachelorsDegree relevant to the job	Eight (8) hrs. of relevant training	Two (2) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Catbalogan City, Samar
4	Election Officer IV	EO4-64-1998	21	P62,449.00	BachelorsDegree relevant to the job	Eight (8) hrs. of relevant training	Two (2) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Calbayog City, Samar
5	Election Officer III	EO3-34-2015	18	P45,203.00	BachelorsDegree relevant to the job	Eight (8) hrs. of relevant training	Two (2) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Naval, Biliran
6	Election Officer III	EO3-237-1998	18	P45,203.00	BachelorsDegree relevant to the job	Eight (8) hrs. of relevant training	Two (2) year of relevant experience	Career Service Prof. or appropriate 2nd level eligibility	N. A.	Borongan City, Eastern Samar

*Corrected monthly salary for EO III & EO IV (non city / non capital town)

Notes: (1) The above-stated QS for the positions of Election Officer III and IV are applicable to the same positions in the municipalities which are not capital towns w/ registered voters of 15,000, for Election Officer III & 50,000 and up, for Election Officer IV; (2) For the positions of Election Officer III & IV in cities & capital towns, holders must be members of the Philippine BAR as provided in Sec. 54 of the Omnibus Election Code, with 4th salary step upon entry, as approved by DBM through its circular dated January 17, 1992.

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 May 23, 2022.

(for item no. EO3-237-1998) ; June 10, 2022 for the other (5) vacancies

1. Fully accomplished Personal Data Sheet (PDS) with work Experience Sheet, 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.
5. NBI clearance (additional requirement)
6. Ombudsman Clearance (for applicants to the positions in COMELEC with SG 11 & above; applicable for insider & transferee -applicants from other gov't. office)

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

ATTY. NOLI R. PIPO

Director IV

COMELEC Regional Office No. VIII, 128 Paterno St., Tacloban City

comelecregion8careers@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.