

Republic of the Philippines  
**CIVIL SERVICE COMMISSION**  
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 CIVIL SERVICE COMMISSION in the CSC website:



**DR. BANELLO P. GABON**  
Chief Human Resource Specialist

Date: \_\_\_\_\_ December 2, 2022

No.	Position Title (Parent/Child 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	Supervising Personnel Specialist (Supervising Human Resource Specialist)	SVPS-72-2005	22	69,963.00	Bachelor's Degree	32 hours of relevant training in policy research, project management	3 years demonstrated ability in policy/program development and/or implementation	Career Service Professional/ Second Level Eligibility	Exemplifying Integrity (3); Delivering Service Excellence (3); Solving Problems and Making Decisions (3); Speaking Effectively (3); Writing Effectively (3); Building Collaborative, Inclusive Working Relationships (1); Managing Performance and Coaching for Results (1); Thinking Strategically and Creativity (1); Creating and Nurturing a High Performing Organization (1)	CSC FO-Northern Samar

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 December 12, 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](http://www.csc.gov.ph);
  2. Performance ratings in the last rating period preceding this publication (if applicable);
  3. Authenticated copy of Civil Service Certificate of Eligibility; and
  4. Authenticated copy of Transcript of Records
5. The CSC encourages all interested and qualified applicants including persons with disability (PWD) and members of the indigenous communities irrespective of sexual orientation and gender identity to apply.

**Brief Description of the General Functions of the Position:**  
Responsible for development and interpretation of policies and standards on human resource mechanisms to ensure merit and fitness in the civil service.

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

**ATTY. MARILYN E. TALDO**  
Director IV  
Civil Service Commission RO VIII  
Government Center, Palo, Leyte  
[ro08@csc.gov.ph](mailto:ro08@csc.gov.ph) or [cscro8@gmail.com](mailto:cscro8@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**