




Republic of the Philippines  
**NATIONAL POLICE COMMISSION**  
 Regional Office No. VIII  
 760 Real St., Sagkahan District, Tacloban City

**Request for Publication of Vacant Position**

TO: CIVIL SERVICE COMMISSION (CSC)

  
**ATTY. JOHNSON G. REYES, CESE**  
 (Head of Agency)  
 Date: August 10, 2018

This is to request the publication of the vacant position of **NATIONAL POLICE COMMISSION Regional Office 8**, in the CSC website:

No.	Position Title	Plantilla Item No.	Salary/Job Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Administrative Officer I	NAPOLCOMB-ADOFI-25-2005	SG 10	P18,718.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Administrative Division
2	Administrative Aide VI	NAPOLCOMB-ADA6-102-2005	SG 6	P14,340.00	Completion of two-year college studies	4 hours of relevant training	Four (4) hours of relevant experience	Career Service Sub-Professional/ First Level Eligibility	Administrative Division
3	Administrative Aide VI	NAPOLCOMB-ADA6-103-2005	SG 6	P14,340.00	Completion of two-year college studies	4 hours of relevant training	Four (4) hours of relevant experience	Career Service Sub-Professional/ First Level Eligibility	Administrative Division

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 20

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 rating in the present position for one (1) year (if applicable)
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

**ATTY. JOHNSON G. REYES, CESE**,  
 Acting Regional Director  
**NATIONAL POLICE COMMISSION**  
 760 Real St. Sagkahan District, Sagkahan, Tacloban City  
[www.napolcomro8exams@gmail.com](http://www.napolcomro8exams@gmail.com)

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

