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be in MS Excel format

Republic of the Philippines
PGO NORTHERN SAMAR
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 PGO NORTHERN SAMAR in the CSC website:

Muncada
MELISSA R. MUNCADA
OIC, PGDH-PHRMDO

Date: February 7, 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	Provincial Government Department Head (Provincial Human Resource Management and Development Officer)	PHRMDO 45-2	26	106,155.00	Bachelor's degree	32 hours of training on management/ supervision	5 years in positions involving management/ supervision	Career Service (Professional) Second Level eligibility	> Exemplifying Integrity (Advanced) > Delivering Service Excellence (Advanced) > Solving Problems and Making Decisions (Advanced) > Leading Change (Advanced) > Building Collaborative, Inclusive Working Relationships (Advanced) > Managing Performance & Coaching for Results (Advanced) > Creating & Nurturing a High Performing Organization (Advanced) > Thinking Strategically & Creatively (Advanced)	PHRMDO

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 **February 22, 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.

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

MELISSA R. MUNCADA
OIC, PGDH-PHRMDO

2nd Floor Capitol Bldg., Brgy. Dalakit, Catarman, N. Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.