Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines **PGO SAMAR**Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereb	y rec	uest the	publication	of the fo	llowing	vacant	positions,	which	are authorize	ed to be fille	d, at the	PGO	SAMAR	in the	CSC	website:

EVAN KHF	RISTINE R. SIAZON
	HRMO
Date:	12/20/2022

	Position Title	Diantilla Itam	Salary/	Monthly			Diago of			
No.	(Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide III (Clerk I)	591	3		Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		Calbayog District Hospital
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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 January 5, 2023.

- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
- 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. This Office highly encourages all interested and qualified applicants and promotes 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:

EVAN KHRISTINE R. SIAZON
OIC-HRMO
PGO SAMAR, Capitol Catbalogan
hrmosamar@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.