



Republic of the Philippines
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE
POLICE REGIONAL OFFICE 8
Camp Ruperto K Kangleon, Palo, Leyte

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



Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the republication/publication of the following vacant NUP Positions of Philippine National Police Regional Office 8 in the CSC website:

PLTCOL HECTOR F ENAGE
AC, RPRMD

SEP 02 2021

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Assistant 1	ADAS1-2129-2013	7	17179	Completion of 2 years studies in College or HS Grad with Relevant Vocational Trade Course	None required	None required	Career Service (Subprof), MC 11,s.1996-cat.1)	N/A	Hindang MPS, LPPO
2	Administrative Assistant 1	ADAS1-2197-2013	7	17179	Completion of 2 years studies in College or HS Grad with Relevant Vocational Trade Course	None required	None required	Career Service (Subprof), MC 11,s.1996-cat.1)	N/A	Laoang MPS, NSPPO

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 September 09, 2021.

- a Letter of Application
- b 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;
- c Transcript of Records and Diploma Authenticated with Receipts
- d Certificate of Eligibility (Authenticated)
- e Certificate of Training (if required for the position); (Authenticated); with receipt
- f Certificate of Employment, if
- g NBI Clearance (1 original and 1 authenticated copy with receipt);
- h NSO Birth Certificate (original copies with receipt);
- j NSO Marriage Certificate, if applicable (original copies with receipt)
- j Attested Appointment (KSS Form BLG 33) of current position, if applicable; (Authenticated) and
- k Individual Performance Evaluation Rating (IPER) for the last two semesters prior to the application, if applicable. (Authenticated)
- l Awards

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


PLTCOL HECTOR FENAGE

AC, RPRMD

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