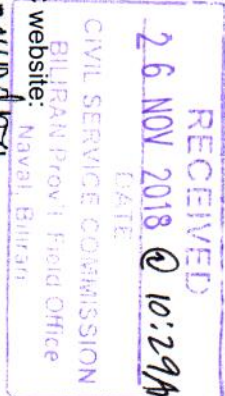


Republic of the Philippines
Provincial Government of Biliran
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Provincial Government of Biliran in the CSC website: Naval, Biliran

*Electronic copy to be
submitted to the CSC FO*



MAY SUN DUTA
MAITAS.S. CORDOVA
Admin Officer IV

Date: November 26, 2018

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	
1	Admin Asst II (Disbursing Officer II)	257	8	16,282.00	Completion of two-year studies in college or High School Graduate with relevant vocational/ trade course	4 hours of relevant training	1 Year of relevant experience	Career Service (Sub- professional)/ First Level Eligibility	LGU- PROVINCE OF BILIRAN
2	Nurse I	382	11	20,179.00	Bachelor Of Science in Nursing	None required	None required	RA1080 Eligibility	LGU- PROVINCE OF BILIRAN

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 8, 2018.

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:

MAY SUN DUTA
MAITAS.S. CORDOVA
Admin Officer IV
Calumpang, Naval, Biliran
hmmobiliranprovince@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.