

Republic of the Philippines
COMMISSION ON ELECTIONS
Request for Publication of Vacant Positions

to: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the hereunder vacant position, which are authorized to be filled, at the COMMISSION ON ELECTIONS in the CSC website:

[Signature]
LEONILA B. GALBAN

HRMO

Date: July 29, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Election Officer III	EO3-312-2015	18	P42,159.00	Bachelor's Degree	Eight (8) hours of relevant training	Two (2) years of relevant experience	C.S. Prof. or its equivalent	-	Calbiga, Samar
2	Election Officer II	EO2-806-1998	15	P32,053.00	Bachelor's Degree	Four (4) hours of relevant training	One (1) year of relevant experience	C.S. Prof. or its equivalent	-	Mapanas, Northern Samar
3	Election Assistant II	EA2-150-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Matalom, Leyte
4	Election Assistant II	EA2-103-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Kawayan, Biliran
5	Election Assistant II	EA2-163-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Libagon, Southern Leyte
6	Election Assistant II	EA2-176-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Tomas Oppus, Southern Leyte
7	Election Assistant II	EA2-172-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	St. Bernard, Southern Leyte
8	Election Assistant II	EA2-168-1998	9	P18,784.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Macrohon, Southern Leyte
9	Election Officer IV	EO4-83-2015	21	P62,229.00*	Juris Doctor (LLB)	Sixteen (16) hours of relevant training	Two (2) years of relevant experience	R.A. 1080 (BAR)	-	Catbalogan City, Samar
10	Election Officer IV	EO4-84-1998	21	P62,229.00*	Juris Doctor (LLB)	Sixteen (16) hours of relevant training	Two (2) years of relevant experience	R.A. 1080 (BAR)	-	Calbayog City, Samar
11	Election Officer III**	EO3-237-1998	18	P43,687.00*	Juris Doctor (LLB)	Eight (8) hours of relevant training	Two (2) years of relevant experience	R.A. 1080 (BAR)**	-	Borongan City, Eastern Samar
12	Election Officer III**	EO3-34-2015	18	P43,687.00*	Juris Doctor (LLB)	Eight (8) hours of relevant training	Two (2) years of relevant experience	R.A. 1080 (BAR)**	-	Naval, Biliran

*Salary Step 4 for lawyers

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 11, 2020

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. Certified Photocopy of certificate of eligibility/rating/license; and
4. Certified Photocopy of Transcript of Records.
5. NBI clearance (additional requirement)
6. Ombudsman Clearance (for SG 11 & above, applicable for insider & transferee- applicants from gov't. Office)

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

ATTY. JOSE NICK A. MENDROS

Director IV

COMELEC Regional Office No. VIII, 128 Paterno St., Tacloban City

comelec_region8@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.