

Republic of the Philippines
COMMISSION ON ELECTIONS
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 COMMISSION ON ELECTIONS in the CSC website:


LEONILA B. GALBAN
HRMO
Date: October 25, 2021

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	Election Assistant II	EA2-210-1998	9	P19,593.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or any appropriate elig.	N.A.	Basey, Samar
NOTHING FOLLOWS										

Interested and qualified applicants should signify interest in writing. Attach the following documents to the application letter and send to the address below not later than November 15, 2021:

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.
5. NBI clearance (additional requirement)
6. Ombudsman Clearance (for applicants to the positions in COMELEC with SG 11 & above ; applicable for insider & transferee -applicants from other gov't. office)

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

ATTY. RAFAEL B. OLAÑO

Director IV

COMELEC Regional Office No. VIII, 128 Paterno St.
comelecregion8careers@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.