

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 following vacant positions, which are authorized to be filled, at the COMMISSION ON ELECTIONS in the CSC website:

LEONILA B. GALBAN
HRMO

Date: August 30, 2019

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 II	EO2-785-1998	15	Php30,531.00	Bachelor's Degree	(4) hrs. of relevant training	(1) year of relevant experience	C.S. Prof. or its equivalent	-	San Policarpo, Eastern Samar	
2	Election Assistant II	EA2-145-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Hilongos, Leyte	
3	Election Assistant II	EA2-143-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Baybay City	
4	Election Assistant I	EA1-250-1998	7	P15,738.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Maripipi, Biliran	
5	Election Assistant II	EA2-96-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	OPES, Maasin City, Southern Leyte	
6	Election Assistant II	EA2-176-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Tomas Oppus, Southern Leyte	
7	Election Assistant II	EA2-228-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Zumarraga, Samar	
8	Election Assistant II	EA2-215-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Daram, Samar	
9	Election Assistant II	EA2-220-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Sta. Margarita, Samar	
10	Election Assistant II	EA2-209-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Almagro, Samar	
11	Election Assistant II	EA2-193-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Allen, Northern Samar	
12	Election Assistant II	EA2-196-1998	9	P17,975.00	Bachelor's Degree	None required	None required	C.S. Sub-Prof. or its equivalent	-	Catarman, Northern Samar	
	NOTHING FOLLOWS										

Note: OPES- Office of the Provincial Election Supervisor

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below:

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 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. FELICISIMO A. EMBALSADO
Director III
COMELEC Regional Office No. VIII, 128 Paterno St., Tacloban City
comelec_region8@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.