

Republic of the Philippines  
**CIVIL SERVICE COMMISSION REGIONAL OFFICE NO. VIII**  
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 CIVIL SERVICE COMMISSION in the CSC website:



BANE LO F. GABON, Ph. D.  
**Chief Human Resource Specialist**

Date: December 10, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	Accountant III	A3-53-2005	19	Php 45,269.00	Bachelor's Degree in Accountancy/Commerce/Business Administration Major in Accounting	2 years demonstrated ability in the examination, analysis and interpretation of accounting data and reports.	24 hours of relevant training in continuing professional education in the field of accountancy within last 5 years	RA 1080	1. Exemplifying Integrity (2) -Intermediate 2. Delivering Service Excellence (2) -Intermediate 3. Solving Problems and Making Decisions (2) -Intermediate 4. Demonstrating Personal Effectiveness (2) -Intermediate 5. Speaking Effectively (2) -Intermediate 6. Writing Effectively (2) -Intermediate 7. Championing and Applying Innovation (2) -Intermediate 8. Planning and Delivering (1) - Basic 9. Managing Information (2) -Intermediate	Management Services Division

The CSC encourages all interested and qualified applicants including persons with disability (PWD) and members of the indigenious communities irrespective of sexual orientation and gender identity to apply. Interested and qualified applicants should signify their interest in writing. In Attach the following documents to the application letter and send to the address below not later than **December 20, 2019**.

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](http://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. Statement/ Response to Key Selection Criteria (Competencies Required), in at least 2 pages with the following details:
  - a. Font Face- Times New Roman
  - b. Font Size - 12
  - c. Spacing- Double
  - d. Paper Size- Legal

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

**VICTORIA F. ESBER**

Director IV

Government Center, Palo, Leyte

[cscro8hrd@gmail.com](mailto:cscro8hrd@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.