

Republic of the Philippines
LAS NAVAS AGRO-INDUSTRIAL SCHOOL
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

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CIVIL SERVICE COMMISSION
NORTHERN SAMAR FIELD OFFICE
UEP, Cataraman N. Samar

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the LAS NAVAS AGRO-INDUSTRIAL SCHOOL in the CSC website:

Carlo O. Tafalla
CARLOTA O. TAFALLA

HRMO

Date: June 6, 2019

No.	Position Title (Parenthetical Title, if	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Admin. Asst. II	TESDA-OEOB-	8	P16,758.00	Completion of two-year	4 hours relevant	One (1) year	Relevant MCII,		LNAIS, Las Navas, N. Samar
		ADAS2-45-2017			studies in college or	training	relevant	s. 1996/Career		
					High School Graduate w/		experience	Service-Sub		
					relevant vocational/trade			Professional/		
					course			First Level Eligibility		

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 June 17, 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;
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:

CARLOTA O. TAFALLA

Admin. Officer IV

Las Navas, N. Samar

lnaistesda@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.