



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
PHILIPPINE NATIONAL POLICE  
POLICE REGIONAL OFFICE 8  
Camp Ruperto K Kangleon, Palo, Leyte



**Request for Publication of Vacant Positions**

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the **republishment/publication** of the following vacant NUP Positions of Philippine National Police Regional Office 8 in the CSC website:

  
**PCOL NELSON DC EUCOGCO**

HRMO

Date:

DEC 29 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Assistant III (Computer Operator II)	ADAS3-1157-2013	9	P18,763.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	4 hours of relevant training	1 year of relevant experience	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Hinunangan MPS, SLPPO

2	Administrative Assistant III (Computer Operator II)	ADAS3-1149-2013	9	P18,763.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	4 hours of relevant training	1 year of relevant experience	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Sto Niño MPS, Samar PPO
3	Administrative Aide VI (Accounting Clerk II)	ADA6-644-2005	6	P15,524.00	Completion of 2 years studies in College	None required	None required	CSSP	N/A	ORCD

Qualified applicants are advise to hand in or send through courier/email their application:

- a Letter of Application
- b Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
- c Transcript of Records and Diploma Authenticated with Receipts
- d Certificate of Eligibility (Authenticated)
- e Certificate of Training (if required for the position); (Authenticated); with receipt
- f Certificate of Employment,
- g NBI Clearance (1 original and 1 authenticated copy with receipt);
- h NSO Birth Certificate (original copies with receipt);
- j NSO Marriage Certificate, if applicable (original copies with receipt)
- j Attested Appointment (KSS Form BLG 33) of current position, if applicable; (Authenticated) and
- k Individual Performance Evaluation Rating (IPER) for the last two semesters prior to the application, if applicable. (Authenticated)
- l Awards

**QUALIFIED APPLICANTS** are advise to hand in or send through personal/courier their application.

  
**PCOL NELSON DC EUCOGCO**  
 Chief, RPRMD  
 Camp Ruperto Kangleon, Palo, Leyte