

Republic of the Philippines
National Food Authority
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 NATIONAL FOOD AUTHORITY REGIONAL OFFICE 8 in the CSC website:

[Signature]
VIRGINIA A. DIMAFILES

(Acting Administrative Officer IV)

Date: February 19, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignm
					Education	Training	Experience	Eligibility		
1	Secretary I	24-364	7	15,738.00	Completion of 2 Years Studies in College	None Required	None Required	Career Service (Sub- Professional) First Level Eligibility		NFA Naval, Bilir Provincial Office

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 **March 07, 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:

VIRGINIA A. DIMAFILES

Acting Administrative Officer IV

NFA Regional Office 8, Pawing, Palo, Leyte

nfar08@ymail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.