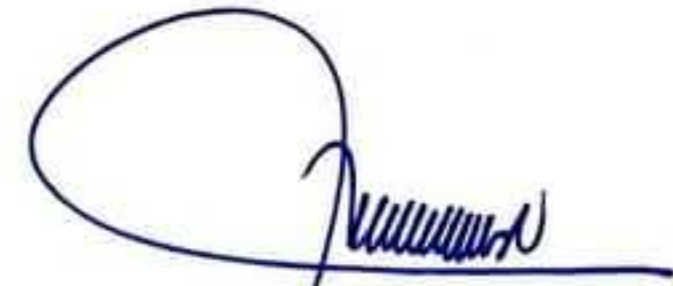


Republic of the Philippines
NATIONAL MARITIME POLYTECHNIC
Request for Publication of Vacant Positions



JOEL B. MAGLUNSOD

(Head of Agency)

Date: November 27, 2020

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of National Maritime Polytechnic in the CSC website:

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 Aide IV	NMPB-ADA4-39-2004	4	13,807.00	Completion of 2 year studies in college or High School grad w/ relevant trade course	none required	none required	CS Sub-Professional / 1st Level Eligibility		Cabalawan, Tacloban City

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 December 9, 2020.

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 present position for one (1) year (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:

JOEL B. MAGLUNSOD

Executive Director III

Cabalawan, Tacloban City

nmp_oed@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

4/12/20