

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

**Republic of the Philippines
Provincial Government of Biliran
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 Provincial Government of Biliran in the CSC website:

masundira
MAITA S. CORDOVA
Admin Officer IV

Date: July 23, 2020

No.	Position Title (Parenthetical Title, if applicable)	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 (STOREKEEPER I)	73	4	11,232.00	Elementary School Graduate	None required	None required	None required (MC II, s. 96-Cat. III)		Provincial Jail 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 August 7, 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 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:

ROGELIO J. ESPINA, MD, FPOA

Provincial Governor

Calumpang, Naval, Biliran

hrmobiliranprovince@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	Medical Laboratory Technician I	323	6	14,847.00	Completion of a course at least four (4) years leading to the degree of Bachelor of Science in Public Health	None required	None required	RA 1080 (Medical Laboratory Technician)		Biliran Provincial Hospital

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