

Republic of the Philippines
PROVINCIAL GOVERNMENT OF EASTERN SAMAR
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 EASTERN SAMAR in the CSC website:

MARCELO FERDINAND A. PICARDAL, C.E.

Acting Governor

Date: March 5, 2019

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	Construction & Maintenance Foreman	48	8	15,468.00	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 11, s. 96 - Cat. III)		Provincial Engineering Office
2	Administrative Officer I (Records Officer I)	48	10	17,782.00	Bachelor's Degree	None required	None required	Career Service (Professional/2nd Level Eligibility)		Provincial Treasurer's Office
3	Administrative Assistant II (Public Relations Assistant)	5	8	15,468.00	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional/1st Level Eligibility)		Provincial Health Office
4	Engineer I	9	12	21,042.00	Bachelor's Degree in Engineering relevant to the job	None required	None required	RA 1080		Provincial Engineering Office
5	Administrative Aide I (Utility Worker I)	35-a	1	9,985.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Budget 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 13, 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:

BERLINDO N. MORALLOS, JR.

HRMO

Provincial Capitol, Borongan City, E. Samar

esamar.hrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.