Republic of the Philippines PROVINCIAL GOVERNMENT OF SAMAR Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of **Provincial Government of Samar** in the CSC website:

OIC - HRMO

February 18, 2019

Date:

	Position Title	Plantilla	Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.	(Parenthetical Title, if applicable)				Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Provincial Government Assistant Department Head	170	24	83,406.00	Masters degree OR Certificate in Leadership & Management from CSC	120 hours of Supervisory /management learning and development intervention undertaken within the last five years	5 years of supervisory/ management experience	Career Service Professional/ Second Level Eligibility	Building collaborative, inclusive working relationships Managing Performance and Coaching for Results Leading Change thinking Strategically and Creatively Creating and Nurtuting a high performing organization	Provincial Planning and Development Office
2	Administrative Aide IV (Clerk II)	172	4	13,214.00	Completion of two year studies in college or High school graduate with relevant vocational/trade course	none required	none required	Relevant MC 11 s. 1996 Career Service (SubProfessional) First level eligibility		Provincial Planning and Development Office
3	Administrative Aide	237	3	12,466.00	Must be able to read and write	none required	none required	none required (MC II, s. 96-Cat.		Provincial Accountant Office
4	Administrative Officer III (Record Officer II)	271	14	27,755.00	Bachelors degree relevant to the job		1 year of relevant experience	Career Service (Professional) Second level Eligibility		Provincial Treasurers Office

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5	Chief of Hospital	668	24	83,406.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080 (Physician)	Building collaborative, inclusive working relationships Managing Performance and Coaching for Results Leading Change thinking Strategically and Creatively Creating and Nurtuting a high performing organization	Gandara District Hospital
6	Provincial Government Department Head (Provincial Fishery Officer)	170	26	107444	Masters degree OR Certificate in Leadership & Management from CSC	Supervisory /management	5 years of supervisory/ management experience	Career Service Professional/ Second Level Eligibility	1. Building collaborative, inclusive working relationships 2. Managing Performance and Coaching for Results 3. Leading Change 4, thinking Strategically and Creatively 5. Creating and Nurtuting a high performing organization	Provincial Fishery Office
7	Engineer III	906	19		Bachelor degree in Engineering relevant to the job	relevant training	2 years of relevant experience	RA 1080		Provincial Engineering Office

INTERESTED AND QUALIFIED APPLICANTS SHOULD SIGNIFY THEIR INTEREST IN WRITING. Attach the

documents to the application letter and send to the address below not later than February 28, 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:

THE HUMAN RESOURCE MANAGEMENT DIV. email address: juliet_dayap@yahoo.com

Provincial Administrator's Office

2nd Floor, Capitol, Catbalogan City, Samar 6700

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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