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

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:

JULIET T. DAYAP

OIC - HRMO

Date:

February 19, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla	Job/ Pay Grade	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Senior Administrative Assistant II (Computer Operator IV)	9	14	27,755.00	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	Relevant MC 11 s. 1996 Career Service (SubProfessional) First level eligibility		Governors Office
2	Administrative Aide II (Reproduction Machine Operator I)	211	2	11,761.00	Elementary School Graduate	None Required	None Required	None Required	Additional Model Services	Provincial Budget Office
3	Provincial Social Welfare and Development Officer	746	26	107,444.00	Bachelor of Science in Social Work	None Required	5 years experience in the practice of Social Work	RA 1080 (Social Work)		Provincial Social Welfare & Development Office

4	Senior Agriculturist	847	18	40,637.00	Bachelors degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology, and Veterinary Medicine.	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	Provincial Fisheries Office
5	Livestock Inspector II	870	8	16,758.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (subprofessional) First level eligibility	Provincial Veterinary Office
6	Administrative Assistant III (Storekeeper III)	875	9	17,975.00	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	one year of relevant experience	Relevant MC 11 s. 1996 Career Service (SubProfessional) First level eligibility	Provincial Veterinary Office
7	Draftsman II	913	8	16,758.00	Completion of two years studies in college or highschool graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Draftsman Eligibility (MC 11, s. 96 Cat. II)	Provincial Engineering Office
8	Carpenter I	1025	3	12,466.00	Elementary school graduate	none required	none required	Carpenter (MC II, s. 96 Cat II)	 Provincial Engineering Office
2	Supervising Tourism Operations Officer	1103	22	65,319.00	relevant to the job	1.	experience	Career Service (Professional) Second level eligibility	Provincial Tourism 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 <u>February 28, 2019.</u>

- 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 DIVISION

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.