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. DAYAL

OIC - HRMO February 26, 2019

Date: Fe

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide VI (Clerk III)	280	6	14,847.00	Completion of two years studies in college	none required	none required	Career Service (Subprofessional) / first level eligibility		Provincial Assessor's Office
2	Draftsman II	295	8	16,758.00	CONTRACTOR OF THE PROPERTY.	4 hours of relevant training	1 year of relevant experience	Draftsman Eligibility (MC 11, s. 96 Cat. II)		Provincial Assessor's Office
3	Administrative Officer II (Administrative Officer I)	327	11	20,754.00	Bachelors degree relevant to the job	none required	none required	Career Service (Professional) / Second Level eligibility		Samar Provincial Hospital
4	Administrative Aide IV (Clerk II)	539	4	13,214.00	Completion of two years studies in college	none required	none required	Career Service (Subprofessional) / first level eligibility		Calbayog District Hospital
5	Nurse I	657	11	20,754.00	Bachelor of Science in Nursing	none required	none required	RA 1080 (Nurse)		Basey District Hospital
6	Administrative Aide I (U/W 1) * Anticipated Vacancy	682	1	11,068.00	Must be able to read and write	none required	none required	none required		Gandara District Hospital
7	Nurse IV * Anticipated Vacancy	690	19	39,151.00		8 hours of relevant training	2 years of relevant experience	RA 1080 (Nurse)		Gandara District Hospital

8	Nursing Attendant I	734 735	4	12,155.00	Elementary school graduate	none required	none required	none required (MC II, s. 96-Cat, III)	Tarangnan Community Hospital
9	Administrative Officer II (Administrative Officer I)	895	11	20,754.00	Bachelors degree relevant to the job	none required	none required	Career Service (Professional) / Second Level eligibility	Provincial Engineering Office
10	Supervising Tourism Operations Officer	1103	22	52,783.00	Bachelors degree in tourism, business, law, economics, marketing, public administration or other related fields	DOT Specific and mandatory trainings such as but not limited to: * Tourism Awareness and capability building seminar for LGUs * Seminar on disaster Risk Reduction and Management * Basic tourism Statistics Training (BTST) * Local Tourism Guidebook Orientation * Seminar on Gender and Development Orientation	experience and	Career Service (Professional) / Second Level eligibility	Provincial Tourism Office

Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture

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- 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.

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