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

Date:

March 8, 2019

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	Position Title		Salary/ Job/		Qualification Standards					
No	(Parenthetical Title, if applicable)	Plantilla Item No.	Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide IV (Clerk II)	197	4	13,214	Completion of two years studies in college	none required	none required	Career Service (subprofessional) First level eligibility		Provincial General Services Office
2	Administrative Officer III (Records Officer II)	271	14	27,755	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (professional) second level eligibility		Provincial Treasurer's Office
3	Administrative Officer I (Records Officer I)	328	10	19,233	Bachelor's degree	none required	none required	Career Service (professional) second level eligibility		Samar Provincial Hospital
4	Administrative Officer I (Records Officer I)	670 671	10	19,233	Bachelor's degree	none required	none required	Career Service (professional) second level eligibility		Gandara District Hospital
5	Administrative Officer III (Supply Officer II)	780	14	27,755	Bachelor's Degree	4 hours of relevant training	experience	Career Service (professional) second level eligibility		Provincial Agriculture Office

6	Agricultural Technologist I	851	10	19,233	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	none required	none required	Relevant RA 1080	Provincial Fishery Office
7	Administrative Officer I (Records Officer I)	328	10	19,233	Bachelor's degree	none required	none required	Career Service (professional) second level eligibility	Provincial · Veterinary Office
8	Administrative Officer II (Administrative Officer I)	895	11	20,754	Bachelor's degree	none required	none required	Career Service (professional) second level eligibility	Provincial Engineering 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>March 22, 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 ac Provincial Administrator's Office

2nd Floor, Capitol, Catbalogan City, Samar 6700

email address: juliet\_dayap@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.