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:

ULIET T. DAYAP

OľC - HRMC

Date:

March 11, 2019

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	Position Title		Salary/ Job/		Qualification Standards					
N	(Parenthetical Title, if applicable)	Plantilla Item No.	Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
	Administrative Aide IV (Clerk II)	172	4	13,214	Completion of two years studies in college	None Required	None Required	Relevant MC 11, s. 1996 Career Service (Sub Professional) / First Level Eligibility		Provincial Planning and Development Office
	Administrative Officer IV (Administrative Officer II)	239	15	30,531	1	4 hours of relevant training	1 year of relevant experience	Career Service (professional) second level eligibility		Provincial Accountant's Office
	Administrative Assistant III (Senior Bookkeeper)	672	9	17,975	1 '	4 hours of relevant training	1 year of relevant experience	Relevant MC 11, s. 1996 Career Service (Sub Professional)/ First Level Eligibility		Gandara District Hospital
	Provincial Government Department Head (Provincial Fishery Officer)	843	26	107,444	Certificate in Leadership and Management from the CSC	supervisory/ management	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 nurturing a high performing organization.	Provincial Fishery Office

5	Agriculturist II	859	15	30,531	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	training	1 year of relevant experience	Relevant RA 1080		Provincial Fishery Office
6	Supervising Agriculturist	861	22	65,319	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	experience	16 hours of relevant training	Relevant RA 1080		Provincial Veterinary Office
7	Environment Management Specialist I	880 **-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	11	20,754 20,754	Bachelor's degree relevant to the job	None required	None Required	Career Service Professional /Second Level Eligibility	-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X	Provincial Environment and Natural Resources Management 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 22, 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 DIVISION Provincial Administrator's Office

email address: juliet_dayap@yahoo.com

2nd Floor, Capitol, Catbalogan City, Samar 6700

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.