CS Form No. 9
Series of 2018

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: November 15, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Provincial Government Department Head (Provincial Internal Auditor)	40	26	107,444.00	Masters Degree OR Certificate in Leadership and Management from CSC	120 hours of supervisory/ management learning and development intervention	5 years of supervisory management experience	Career Service Professional /Second Grade Eligibility		Provincial Internal Audit Office
2	Computer Maintenance Technologist I	123 126	11	20,754.00	Bachelors degree relevant to the job	none required	none required	Career Service (Professional) Second level eligibility		Sangguniang Panlalawigan Office
3	Administrative Assistant III (Senior Bookkeeper)	672	9	17,975.00	Completion of Two year studies in college	Four (4) hours of Relevant Training	One (1) year of Relevant Experience	Career Service (Sub- Professional) / First Level Eligibility		Gandara District Hospital
4	Farm Worker I	855 858	2	11,761.00	Must be able to read and write	none required	none required	None required (MC II, s. 96-Cat. III)		Provincial Fishery Office

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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 **November 29, 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
2nd Floor, Capitol, Catbalogan City, Samar 6700

email address: juliet_dayap@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.