




Republic of the Philippines
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE
POLICE REGIONAL OFFICE 8
Camp Ruperto K Kangleon, Palo, Leyte



Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the republication/publication of the following vacant NUP Positions of Philippine National Police Regional Office 8 in the CSC website:


PBGEN DIONARDO B CARLOS
(Head of Agency)

Date: JUN 24 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Assistant I (Computer Operator I)	ADAS1-2280-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Zumarraga MPS, SPPO
2	Administrative Assistant I (Computer Operator I)	ADAS1-2248-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Marabut MPS, SPPO

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3	Administrative Assistant I (Computer Operator I)	ADAS1-2267-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Sta Margarita MPS, SPPO
4	Administrative Assistant I (Computer Operator I)	ADAS1-2171-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Tabango MPS, LPPO
5	Administrative Assistant I (Computer Operator I)	ADAS1-2315-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Sogod MPS, SLPPO
6	Administrative Assistant I (Computer Operator I)	ADAS1-2051-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Maripipi MPS, BPPO

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7	Administrative Assistant I (Computer Operator I)	ADAS1-2297-2013	7	P15,738.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Maasin CPS, SLPPO
8	Administrative Aide VI (Communication Equipment Operator II)	ADA6-237-2013	6	P14,847.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	MC 10,s. 2013 - Cat II)	N/A	PS I, CPO
9	Administrative Aide VI (Communication Equipment Operator II)	ADA6-798-2005	6	P14,847.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	MC 10,s. 2013 - Cat II)	N/A	OCPO
10	Administrative Aide VI (Clerk III)	ADA6-1182-2005	6	P14,847.00	Completion of 2 years studies in College	None required	None required	CSSP, First Level Eligibility	N/A	Baybay CPS, LPPO

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11	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1184-2013	4	P13,214.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None required	None required	MC 10,s. 2013 - Cat II)	N/A	Allen MPS, NSPPO
12	Administrative Aide IV (Clerk II)	ADA4-415-2005	4	P13,214.00	Completion of 2 years studies in College	None required	None required	CSSP, First Level Eligibility	N/A	ORPRMD

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below

- a Letter of Application
- b 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;
- c Transcript of Records and Diploma Authenticated with Receipts
- d Certificate of Eligibility (Authenticated)
- e Certificate of Training (if required for the position); (Authenticated); with receipt
- f Certificate of Employment, if any
- g NBI Clearance (1 original and 1 authenticated copy with receipt);
- h NSO Birth Certificate (original copies with receipt);
- j NSO Marriage Certificate, if applicable (original copies with receipt)
- j Attested Appointment (KSS Form BLG 33) of current position, if applicable; (Authenticated) and
- k Individual Performance Evaluation Rating (IPER) for the last two semesters prior to the application, if applicable. (Authenticated)

QUALIFIED APPLICANTS are advised to hand in or send through personal/courier their application to:


PCOL ANDRE F. DIZON
 Chief, RPRMD
 Camp Ruperto Kangleon, Palo, Leyte