




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:

  
PCSUPT DIONARDO B CARLOS  
(Head of Agency)  
Date: FEB 08 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	Planning Officer	PLOI-117-1998	11	P20,179.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional, Second Level Eligibility	N/A	ROPD
2	Administrative Assistant III (Computer Operator II)	ADAS3-1168-2013	9	P17,473.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	4 hours of relevant training	1 year of relevant experience	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	San Juan MPS, SLPPO

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3	Administrative Assistant III (Computer Operator II)	ADAS3-1086-2013	9	P17,473.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	4 hours of relevant training	1 year of relevant experience	CSSP; First Level; (MC 11, s 1996 - Cat I)	N/A	Leyte MPS, LPPO
4	Administrative Assistant I (Computer Operator I)	ADAS1-2042-2013	7	P15,254.00	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	Cabucgayan MPS, BPPO
5	Administrative Assistant I (Computer Operator I)	ADAS1-2107-2013	7	P15,254.00	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	Babatngon MPS, LPPO
6	Administrative Assistant I (Computer Operator I)	ADAS1-2307-2013	7	P15,254.00	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	San Francisco MPS, LPPO

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](http://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:

**PSSUPT ANDRE P DIZON**

Chief, RPHRDD

Camp Ruperto Kangleon, Palo, Leyte