

Republic of the Philippines
PROVINCIAL GOVERNMENT OF EASTERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PROVINCIAL GOVERNMENT OF EASTERN SAMAR in the CSC website:


BERLINDO N. MORALLÓS, JR.
SRMO

Date: October 23, 2018

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	Construction & Maintenance Man	39-e	2	10,640.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Engineering Office
2	Construction & Maintenance Man	65-c	2	10,640.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Engineering Office
3	Administrative Aide I (Utility Worker I)	117	1	9,985.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Governor's Office
4	Administrative Aide I (Utility Worker I)	181	1	9,985.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III)		Homonhon Island Community Hospital
5	Community Development Assistant I	213	7	14,491.00	Completion of two years studies in college	None required	None required	Career Service (Sub-Professional)/1st Level Eligibility		Provincial Legal Office
6	Supervising Administrative Officer (Management & Audit Analyst IV)	2-d	22	55,781.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/2nd Level Eligibility		Office of the Provincial Accountant

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 October 31, 2018.

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:

BERLINDO N. MORALLOS, JR.

HRMO

Provincial Capitol, Borongan City, Eastern Samar

esamar.hrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.