

Republic of the Philippines
LGU, Provincial Government of Northern Samar
Request for Publication of Vacant Position

Electronic copy to be submitted to the CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

I hereby request the publication of the stated vacant position, authorized to be filled, at the LGU-Provincial Government Northern Samar in the CSC website

Date: Jan 14, 2019
PHRMIDO
JOCELYN J. ADDUN

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	
1	Administrative Aide IV (Bookbinder II)	PSO 8-81	4	12,040.00	Elementary School Graduate	None required	None required	None required (MC I, s. 86 - Cat III)	PSO

The PGNS opens this published vacant positions to all interested and qualified applicants regardless of gender, civil status, religion and ethnicity including Persons With Disability (PWDs) 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 February 28, 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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license (if applicable); and
4. Photocopy of Transcript of Records (if applicable).

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

JOCELYN J. ADDUN
PGDH-PHRMIDO
Provincial Human Resource Management & Development Office
Cataraman, Northern Samar
rhelissamuncada2018@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED