

Republic of the Philippines

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 in the CSC website:

  
LEGASPI M. RAVAS, JR.

HRMO

Date: August 12, 2021

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	<b>SPECIAL SCIENCE TEACHER I (SST- I)</b>	PSHSB-SPST1-52-1998	13	28,276	Bachelor's degree in Education or in a specialized field in Science, Mathematics, or in any of the related subjects	None	None	None (exempted under RA 3661)	CC: (EI:1);(DSE:1);(SPDM:2);OC:(CAI:2);(PD:1);(DPE:2);(SE:1);(WE:1);(MI:2);LC:(BCIWR/N/A);(MPCR:N/A);(LD:N/A);(TRSC:N/A);(CNHPO:N/A)	PSHS - EVC, Pawing, Palo, Leyte
2	<b>ADMINISTRATIVE AIDE VI (Clerk III)</b>	PSHSB-ADA6-18-2004	6	16,200	Completion of two (2) years of studies in college	None required	None required	Career Service (Sub-Professional) First Level Eligibility	CC: (EI:1);(DSE:1);(SPDM:1);OC:(CAI:1);(PD:N/A);(DPE:1);(SE:1);(WE:1);(MI:1);LC:(BCIWR/N/A);(MPCR:N/A);(LD:N/A);(TRSC:N/A);(CNHPO:N/A)	PSHS - EVC, Pawing, Palo, Leyte
	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows	Nothing follows
	<b>COMPETENCIES</b>									
	<b>Core Competencies (CC)</b>	Exemplifying Integrity (EI)	Delivering Service Excellence (DSE)	Solving Problems and Decision-making (SPDM)				<b>Competency Level</b>	<b>Basic:1; Intermediate:2; Advance:3; Superior:4</b>	
	<b>Organizational Competencies (OC)</b>	Championing and Applying Innovation (CAI)	Planning and Delivering (PD)	Demonstrating Personal Effectiveness (DPE)	Speaking Effectively (SE)	Writing Effectively (WE)	Managing Information (MI)			
	<b>Leadership Competencies (LC)</b>	Building Collaborative and Inclusive Working Relationship (BCIWR)	Managing for Performance and Coaching for Results (MPCR)	Leading change (LD)	Thinking Strategically and Creatively (TRSC)	Creating and Nurturing a High Performance Organization (CNHPO)				

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 **August 21, 2021**.

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](http://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, Certificates of trainings and seminars attended.

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

**LILIA T. HABACON**

Executive Director, Philippine Science High School System

c/o Philippine Science High School - Eastern Visayas Campus, Pawing,

Palo, Leyte

or through email: [lhbabacon@psch.edu.ph](mailto:lhbabacon@psch.edu.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**