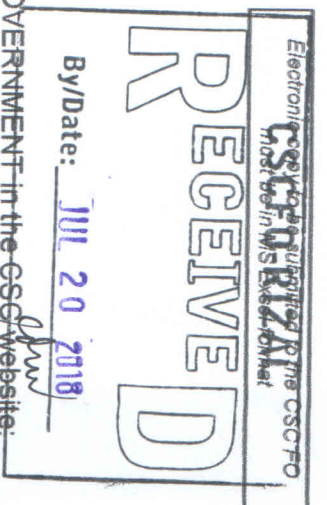


Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT in the CSC website:

FLORIDA M. DIJAN, DPA, CESO III
(Head of Agency)
Date: July 19, 2018



No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Administrative Aide IV	OSEC-DILGB-ADA4-148-2005	4	152,088	Completion of 2 years in college	4 hours of related trainings	not required	1st Level	n/a	MIMAROPA

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 10, 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 present position for one (1) year (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:

Florida M. Dijan
FLORIDA M. DIJAN, DPA, CESO III
Regional Director
DILG MIMAROPA Regional Office, 822 Quezon Avenue, Quezon City
dilgminaropa@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.