CS Form No. 9
Series of 2017

Republic of the Philippines
PROVINCIAL GOVERNMENT OF QUEZON
Request for Publication of Vacant Position/s

To: CIVIL SERVICE COMISSION (CSC)

This is to request the publication of the following vacant positions of the **PROVINCIAL GOVERNMENT OF QUEZON**, in the CSC Website:

Ma. Elisa O. Robles
Supervising Administrative Officer (HRMO IV)

Date: **Monday, July 02, 2018**

No.	POSITION TITLE	OFFICE/HOSPITAL	PLANTILLA Item No.	SALARY/ JOB/ PAY GRADE	MONTHLY SALARY (in Php)	QUALIFICATION STANDARDS					PLACE OF ASSIGNMENT
						EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	COMPETENCY *(if applicable)*	
1	**1** Administrative Officer IV (Management and Audit Analyst II)	Provincial Governor's Office	41	15	PHP 27,565.00	Bachelor's Degree relevant to the job	1 year relevant experience	4 hours relevant	CS (Professional), 2nd Level Eligibility		
2	**1** Administrative Aide VI (Fiscal Clerk II)	Provincial Governor's Office	44	6	PHP 13,851.00	Completion of two years in college	None Required	None Required	CS (Subprofessional) 1st Level Eligibility		
3	**1** Medical Officer III	Sampaloc Medicare Community Hospital	1479	21	PHP 47,779.00	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		
4	**1** Medical Technologist I	Unisan Medicare Community Hospital	1499	11	PHP 19,620.00	Bachelor's Degree in Medical Technology or	None Required	None Required	RA 1080 (Medical Technologist)		
5	**1** Nurse I	Unisan Medicare Community Hospital	1502	11	PHP 19,620.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		
6	**1** Administrative Officer IV (Administrative Officer II)	Environment and Natural Resources Office	1794	15	PHP 27,565.00	Bachelor's Degree	1 year relevant experience	4 hours relevant	CS (Professional), 2nd Level Eligibility		
7	**2** Community Development Assistant II	Environment and Natural Resources Office	1800, 1804	9	PHP 16,986.00	Completion of two years in college	1 year relevant experience	4 hours relevant	CS (Subprofessional) 1st Level Eligibility		
8	**3** Community Development Assistant I	Environment and Natural Resources Office	1808, 1811, 1812	7	PHP 14,785.00	Completion of two years in college	None Required	None Required	CS (Subprofessional) 1st Level Eligibility		
9	**1** Administrative Aide IV (Clerk II)	Environment and Natural Resources Office	1816	4	PHP 12,155.00	Completion of Two years studies in college	None Required	None Required	CS (Subprofessional) 1st Level Eligibility		
10	**1** Administrative Aide III (Utility Worker II)	Environment and Natural Resources Office	1817	3	PHP 11,387.00	Must be able to read and write	None Required	None Required	None Required (MC. 11, s. 96. Cat. 3)		
11	**1** Farm Worker II	Environment and Natural Resources Office	1815	4	PHP 12,155.00	Elementary School Graduate	None Required	None Required	None Required (MC. 11, s. 96. Cat. 3)		
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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 **Monday, July 23, 2018**

1. Fully accomplish (Personal Data Sheet (PDS) with recent passport -sized picture (CS Form No. 212, Revised 2017) & Work Experience Sheet (Application intended for Promotion or Positions Required relevant Experience) Downloadable at **www.csc.gov.ph**
2. Performace Rating or **(IPCR)** 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 (TOR)** (if applicable)

QUALIFIED APPLICANTS are advised to hand in or send through courier / e-mail their application to:

Hon. **David C. Suarez**
Provinicial Governor

Thru: **Ms. Ma. Elisa O. Robles**
Human Resource Management
Provincial Governor's Annex Bldg.

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