

Republic of the Philippines
CGO PASIG
Request for Publication of Vacant Positions

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

Date of Publication

AUG 30 2019

CSC - Makati FO

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CGO PASIG in the CSC website:

MILAGROS S. TAN

ACTING HUMAN RESOURCE OFFICER

Date: August 30, 2019

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	Management and Audit Assistant I	10-2	8	16758	Completion of two years studies in College	4 Hours of relevant training	1 year of relevant experience	CS (Sub- Professional)/ 1st level Eligibility		City Accounting Office
2	Fiscal Examiner III	4-1	18	40637	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional/ 2nd Level Eligibility		City Accounting Office
3	City Govt. Assistant Dept. Head I	1	23	73811	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	CS Professional/ 2nd Level Eligibility		Office of the City Mayor, Education unit
4	Administrative Officer V (Administrative Officer III)	8	18	40637	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	CS Professional/ 2nd Level Eligibility		City Engineer's Office

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 September 14, 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 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:

MILAGROS S. TAN
Acting Human Resource Officer
City Government of Pasig

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
CSC PASIG
 Request for Publication of Vacant Positions

Revised Form No. 1-1 (Revised 11/2005)
 PS: Submit in MS Word Format

MR J. N. C. J.

[Signature]

CSC PASIG

MILAGROS S. TAN
 ACTING HUMAN RESOURCE OFFICER

Date: August 30, 2015

No.	Position Title (Classification Title, if applicable)	Vacancies	Salary Grade	Monthly Salary	Qualification Standards				Completeness of application	Place of Assignment
					Education	Training	Experience	Signify		
1	Management and Audit Assistant I	10-2	8	18758	Completion of two years studies in College	4 Hours of relevant training	1 year of relevant experience	CS (Sub-Professional) 1st Level Eligible		City Accounting Office
2	Facilities Engineer II	4-1	15	40587	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional 2nd Level Eligible		City Accounting Office
3	City Clerk Assistant (Gen. Reg.)	1	23	73841	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	CS Professional 2nd Level Eligible		Office of the City Mayor, Education Unit
4	Administrative Officer V (Administrative Officer II)	1	18	40587	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	CS Professional 2nd Level Eligible		City Engineer's Office

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 September 14, 2015:

1. Fully accomplished Personnel 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/eligibility letter
4. Photocopy of Transcript of Records