

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

Date of Publication

FEB 27 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: February 27, 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	Engineer III	41	19	45269	Bachelor's degree in Engineering relevant to the job	8 hrs of relevant training	2 yrs of relevant experience	RA 1080		City Engineer's Office
2	Tourism Operation Officer I	2	11	20754	Bachelor's degree relevant to the job	none required	none required	CS (Professional)/ 2nd level eligibility		City Mayor's Office- Cultural Affairs & Tourism Office
3	Social Welfare Officer I	6-1/6-2/ 6-3/6-4/	11	20754	Bachelor's degree in Social Work	none required	none required	RA 1080 (Social Worker)		Dept. of Social Welfare and Dev't. Office



4	Engineer II	24-1	16	33584	Bachelor's degree in Engineering relevant to the job	4 hrs of relevant training	1 yr of relevant experience	RA 1080		City Engineer's Office
5	Midwife II	58-6/58-7/ 58-8/58-9/ 58-10/58-11/ 58-12/58-13/58-14/ 58-15	11	20754	Completion of the Midwifery Course	4 hrs of relevant training	1 yr of relevant experience	RA 1080		Pasig City General Hospital
6	Administrative Officer III	3	14	27755	Bachelor's degree relevant to the job	4 hrs of relevant training	1 yr of relevant experience	CS Professional/ 2nd level Eligibility		Sec. to the Sangguniang Panlungsod
7	Administrative Officer II	4	11	20754	Bachelor's degree relevant to the job	4 hrs of relevant training	1 yr of relevant experience	CS Professional/ 2nd level Eligibility		Sec. to the Sangguniang Panlungsod
8	Administrative Aide IV (Clerk II)	7-1/7-2/ 7-3/7-4	4	13214	Completion of 2 years studies in college or High School Grad. w/ relevant voc./trade course	none required	none required	CS Sub-Professional/ 1st level Eligibility		Sec. to the Sangguniang Panlungsod



9	Secondary School Principal I	1	18	40637	Bachelor's degree in Educ. or it's equivalent w/ a major & minor or Bachelor's degree in Arts & Sciences w/ at least ten(10) units in prof. educ.	8 hrs of relevant training	2 yrs of relevant experience	RA 1080		Pasig City Science High School
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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 March 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](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.

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.