

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

Republic of the Philippines
CGO MANDALUYONG, NCR
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 CGO MANDALUYONG, NCR in the CSC website:

Date of Publication:
FEB 10 2020
Aposille

Florde
FLORDELIZA DE LEON BONADOR
HRMO

Date: 10-Feb-20

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	City Government Assistant Department Head II	2	24	83,406	Bachelor's Degree relevant to the job	None Required	Three (3) years of relevant experience	First Grade Eligibility or its equivalent	N/A	City Barangay Affairs & Community Services Department
2	Local Disaster Risk Reduction & Management Officer IV	1	22	65,319	Bachelor's Degree	Sixteen (16) hours of relevant training on DRRM	Three (3) years of relevant experience on DRRM	Career Service Professional/Second Level Eligibility	N/A	Mandaluyong Disaster Risk Reduction & Management 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 February 25, 2020.

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.