



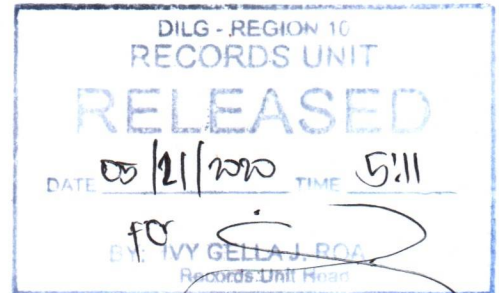
Republic Of The Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region X – Northern Mindanao

05-20

May 21, 2020

ATTY. COSETTE MAGLASANG-MUNDO

Director II
Civil Service Commission
Field Office-Misamis Oriental
Carmen, Cagayan de Oro City

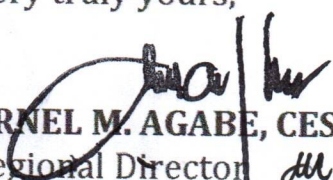
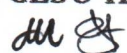


Dear Atty. Mundo:

This Office is submitting the list of vacant position dated May 22, 2020 for publication pursuant to RA 7041.

Thank you and best regards

Very truly yours,


ARNEL M. AGABE, CESO III
Regional Director 



FAD/HRMS
MAF/MAC/jmb

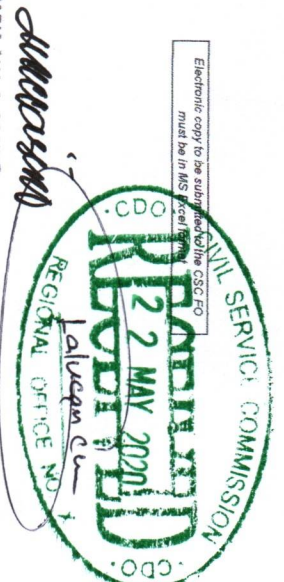
Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT in the CSC website:

MARIA ANA C. CASINO
SAO Concurrent Chief HRMS

Date: May 22, 2020



No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Assistant II	OSEC-DILGB-ADAS2-346-2005	8	17505	Completion of two-year studies in college	four (4) hours of relevant training	one (1) year relevant experience	Career Service (Sub-Professional) First Level Eligibility		Field Office
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X								

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 **June 1, 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.

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

MARIA ANA C. CASINO
SAO Concurrent Chief HRMS
Km. 3, Upper Carmen, Cagayan de Oro City
dilgr10.lcbapplications@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.