

Republic of the Philippines
PGO CAMARINES NORTE
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 PGO CAMARINES NORTE in the CSC website:

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

CIVIL SERVICE COMMISSION
Camarines Norte Provincial Office
Received by:
ATTN: ALICIA P. SALINAS
Acting Director II
Date: DEC 06 2022
Time:
Doc. No:
MAGDALENA B. TOLEDANA
PHRMO

Date: December 6, 2022

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	Information Systems Analyst I	1-01-014-0938	12-1	26,228.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) / Second Level Eligibility	Core Competencies: <ul style="list-style-type: none"> SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction.</i> EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i> 	Provincial Social Welfare and Development Office (PSWDO)
2	Administrative Officer III	1-01-001-0982	14-1	30,705.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) / Second Level Eligibility	Core Competencies: <ul style="list-style-type: none"> SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction.</i> EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i> 	Provincial Youth Development Office (PYDO)

3	Economic Researcher	1-01-010-0981	9-1	19,382.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) / Second Level Eligibility	Core Competencies: • SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> • DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction .</i> • EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i>	Provincial Planning and Development Office (PPDO)
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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 **December 21, 2022**.

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 / Authenticated Copy of certificate of eligibility/rating/license; and
4. Photocopy / Authenticated Copy of Transcript of Records.

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

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE
 Provincial Capitol Bldg., Brgy. III, Daet, Camarines Norte
phrmo.pgocamnorte@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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