

CS Form No. 9
Revised 2018

Republic of the Philippines
PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION-NCR
BIR-FIELD OFFICE

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

22 JUN 2020

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM in the CSC website:

Elizabeth J. Alarmer
Elizabeth J. Alarmer
Supervising Administrative Officer
Date: June 18, 2020

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	Registrar II	PSHSB-R2-1-1998	15	32,053.00	Bachelor's Degree	1 year relevant Experience	4 hours relevant training	CS Professional	(2-Intermediate) Exemplifying Integrity, Delivering Service Excellenc, Championing & Applying Innovations, Demonstrating Personal Effectiveness	Registrar's Office
2										
3										
4										
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9										
10										

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 28, 2020~~ *JULY 2, 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.
5. Photocopies of Certificates of Employment and Trainings Attended

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

Dr. Lawrence V. Madriaga
Director III
Philippine Science High School Main Campus
Agham Road Diliman Quezon City
hr.mc@pshs.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.