

Republic of the Philippines
PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
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 PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM in the CSC website:


ELIZABETH J. ALAMER
Supervising Administrative Officer


Date: August 18, 2023

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	Administrative Aide VI (Accounting Clerk II)	PSHSB-ADA6-12-2004	6	17,553	Bachelor's Degree relevant to the job	4 hours relevant training	1 year relevant experience	Career Service Sub-Professional (1st Level Eligibility)		Accounting Unit - FAD

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 August 28, 2023.

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 trainings attended, employment certificates, 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:


LAWRENCE V. MADRIAGA, Ph. D.
Director III
Agham Road Diliman Quezon City
hr.mc@pshs.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


MARIA FATIMA D. SAMANIEGO
Human Resource Specialist II
CSC-NCR

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