

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: December 28, 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	
1	Administrative Aide I (Utility Worker I)	PSHSB-ADA1-14-2004	1	13,000	must be able to read and write	none required	none required	none required	Residence Hall, Student Services Division

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 January 8, 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, 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.