

CS Form No. 9

Series of 2017

C&C

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

Republic of the Philippines
CITY OF BACOR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of City Government of Bacoor in the CSC website:


LANI MERCADO-REVILLA

City Mayor

(Head of Agency)

Date:

APR 13 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if)	
1	Community Affairs Officer I	732	11	242,148.00	Bachelor's Degree	None required	None required	CS Professional		City of Bacoor (Zoning and Land Devt Dept)
2	Community Affairs Officer I	733	11	242,148.00	Bachelor's Degree	None required	None required	CS Professional		City of Bacoor (Zoning and Land Devt Dept)
3	Community Affairs Assistant I	87	5	161,772.00	Completion of 2 years studies in College	None required	None required	CS Subprofessional		City of Bacoor (Zoning and Land Devt Dept)
4	Senior Administrative Assistant II (Computer Operator IV)	612	14	317,928.00	Completion of 2 years studies in college or HS graduate with relevant vocational/trade course	3 years of relevant experience	16 hours of relevant training	CS Subprofessional		City of Bacoor (Office of the City Treasurer)

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 MAY 04 2018

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 present position for one (1) year (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 their application to:

NATIVIDAD LUDWIG I. OPLE

City Government Department Head I

Human Resources Development and Management
Department

Bacoor Government Center, Brgy. Bayan

Bacoor Blvd, City of Bacoor, Cavite

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.