

Republic of the Philippines
Commission on Higher Education
Request for Publication of Vacant Positions

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

RELEASED
NOV 24 2020
CHEDRO III

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled at the Commission on Higher Education Regional Office III in the CSC website:

Eden D. Capati
MS. EDEN D. CAPATI

Date: 24 November 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Accountant II	CHEDB-A2-150001-2010	16	P 35,106	Bachelor's Degree in Commerce/ Business Administration major in Accountancy/Bachelor of Science in Accountancy	4 hours of relevant training	1 year relevant experience	RA 1080 (Certified Public Accountant)	Excellent oral and communication skills, can work under pressure and beyond office hours, with deep sense of responsibility	CHED Regional Office III City of San Fernando Pampanga

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 04, 2020.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2018) 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/email their application to:

MARIA TERESITA M. SEMANA, PhD, CESO IV

OIC-Director IV

CHEDRO III, Maimpis City of San Fernando (P)

chedro3@ched.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.