

Republic of the Philippines  
**Commission on the Filipino Language**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which is authorized to be filled at the Commission on the Filipino Language, in the CSC website:

  
**JULIO A. RAMOS**

**Chief Admin. Officer / OIC, Personnel Unit**


Date: **January 30, 2019**

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 Officer II	CFL-OEOB- ADOF2-11- 2004	11	20,179.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level of Eligibility		Administrative Service Records Unit

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 February 11, 2019.

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](http://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.

**Date of Publication**

**30 JAN 2019** 

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

  
**JULIO A. RAMOS**

Chief Administrative Officer/OIC, Personnel Unit

2/F Watson Bldg., Jose P. Laurel Street, San Miguel, Manila

[komisjonsawika@gmail.com](mailto:komisjonsawika@gmail.com)

**CSC – FO Office of the President**

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**