

Republic of the Philippines
COMMISSION ON FILIPINO LANGUAGES
Request for Publication of Vacant Positions

Date of Publication:
Electronic copy to be submitted to the CSC FO must be in MS
Excel format

SEP 02 2022

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 FILIPINO LANGUAGES in the CSC website:

CSC – FO Office of the President


IRENE JOY N. TRINCHERA
HRMO


Date: September 02, 2022

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)	
2	Administrative Officer V (Supply Officer III)	CFL-OEOB-ADOF5-9-2004	18	45,203.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant training	Career Service (Professional)/ Second Level Eligibility	N/A	Administrative and Finance Division

The CFL highly encourages all interested and qualified applicants, including persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identity to apply for the above vacant positions. Interested and qualified applicants should signify their interest in writing, and through CADR Online Recruitment Form at <https://bit.ly/KWF06162022> and upload the following documents not later than September 12, 2022:

1. Fully accomplished under oath Personal Data Sheet (CS Form 212 Revised 2017) with recent passport-sized photo (3.5cm x 4.5cm) and Work Experience Sheet that can be downloaded at www.csc.gov.ph (<http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheetrevised-2017>);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records and Diploma;
5. Photocopy of Certificate of Employment / service record (if applicable); and
6. Photocopy of Training Certificates

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


IRENE JOY N. TRINCHERA
HRMO
2/F Watson Bldg., Jose P. Laurel Street, San Miguel, Manila (1005)
unit-nantauhan@kwf.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.