

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

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Chief Language Researcher	CFL-OEOB-CLR-1-1998	24	83,406.00	Master's Degree or Certificate in Leadership & Management from the CSC	40 hours of supervisory / management learning & development intervention undertaken w/ in the last 5 years	4 years of supervisory / management experience	Career Service (Professional) Second Level Eligibility		Linguistics & Applied Linguistics Division
2	Administrative Assistant II	CFL-OEOB-ADAS2-4-2004	8	16,758.00	Completion of two year studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility		Administrative Service
3	Administrative Aide V (Chauffeur I)	CFL-OEOB-ADA5-5-2008	5	14,007.00	Elementary School Graduate	None required	None required	Driver's License (MC 11, s. 96 - CAT II)		Administrative Service
4	Administrative Aide V	CFL-OEOB-ADA5-4-2008	5	14,007.00	Completion of two-year studies in college or High School Graduate w/ relevant vocational / trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility		Administrative and Finance 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 September 9, 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.
5. Photocopy of Diploma
6. Certificate of Employment
7. Certificate of Training

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

**JULIO A. RAMOS**

Chief Administrative Officer

2/F Watson Bldg., Jose P. Laurel Stree, San Miguel, Manila (1005)

[kwf.yunitpantauhan@gmail.com](mailto:kwf.yunitpantauhan@gmail.com)

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