

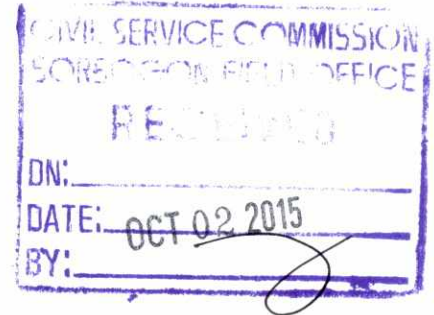
BULLETIN

OF

VACANT POSITIONS

IN THE

GOVERNMENT



Date of Release: October 2, 2015

Published by:

CIVIL SERVICE COMMISSION
SORSOGON FIELD OFFICE
SORSOGON CITY, SORSOGON



Republic of the Philippines
CITY OF SORSOGON
Sorsogon

OCTOBER 2, 2015

TO ALL QUALIFIED APPLICANTS:

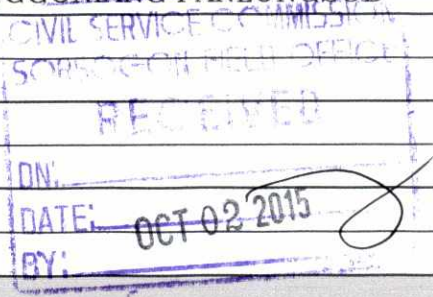
PLEASE FILE YOUR APPLICATIONS AT THE CITY HUMAN RESOURCE MANAGEMENT OFFICE (CHRMO) NOT LATER THAN OCTOBER 20, 2015.

REQUIREMENTS:

1. Application Letter address to the City Vice Mayor
2. Personal Data Sheet (Form 212)
(with latest passport size ID picture)
3. Photocopy of Transcript of Records/School Certification
4. Photocopy of Eligibility
5. Service Record
6. Performance Rating (*July- December 2014 & Jan. – June 2015*) for applicants for promotion
7. Photocopy of work performance, awards or commendations, if any.


CLAUDIO D. JAZMIN, JR.
City Govt. Dept. Head I

BULLETIN OF VACANT POSITIONS IN THE GOVERNMENT

Region 5 - Province of Sorsogon		Date of Release: October 2, 2015
Agency	CITY GOVERNMENT OF SORSOGON	
Position	ADMINISTRATIVE ASSISTANT I (BOOKBINDER III)	
No. of Vacancies	ONE (1)	
Salary Grade	7	
Place of Assignment	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	
Item Number (s)	ITEM NO. <u>37</u> PAGE <u>11</u>	
Qualification Requirements:		
Education	ELEMENTARY SCHOOL GRADUATE	
Experience	NONE REQUIRED	
Training	NONE REQUIRED	
Eligibility	NONE REQUIRED (MC 10, s. 13 – Cat. III)	
		
Agency	CITY GOVERNMENT OF SORSOGON	
Position	ADMINISTRATIVE AIDE IV (BOOKBINDER II)	
No. of Vacancies	TWO (2)	
Salary Grade	4	
Place of Assignment	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	
Item Number (s)	ITEM NO. <u>38 & 39</u> PAGE <u>11</u>	
Qualification Requirements:		
Education	ELEMENTARY SCHOOL GRADUATE	
Experience	NONE REQUIRED	
Training	NONE REQUIRED	
Eligibility	NONE REQUIRED (MC 10, s. 13 – Cat. III)	
Agency	CITY GOVERNMENT OF SORSOGON	
Position	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	
No. of Vacancies	ONE (1)	
Salary Grade	3	
Place of Assignment	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	
Item Number (s)	ITEM NO. <u>34</u> PAGE <u>11</u>	
Qualification Requirements:		
Education	MUST BE ABLE TO READ AND WRITE	
Experience	NONE REQUIRED	
Training	NONE REQUIRED	
Eligibility	NONE REQUIRED (MC 10, s. 13 – Cat. III)	

BULLETIN OF VACANT POSITIONS IN THE GOVERNMENT

Region 5 - Province of Sorsogon		Date of Release: October 2, 2015
Agency	CITY GOVERNMENT OF SORSOGON	
Position	WATCHMAN I	
No. of Vacancies	ONE (1)	
Salary Grade	2	
Place of Assignment	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	
Item Number (s)	ITEM NO. <u>29</u> PAGE <u>10</u>	
Qualification Requirements:		
Education	ELEMENTARY SCHOOL GRADUATE	
Experience	NONE REQUIRED	
Training	NONE REQUIRED	
Eligibility	NONE REQUIRED (MC 10, s. 13 – Cat. III)	
Agency	CITY GOVERNMENT OF SORSOGON	
Position	ADMINISTRATIVE OFFICER II (ADMINISTRATIVE OFFICER I)	
No. of Vacancies	ONE (1)	
Salary Grade	11	
Place of Assignment	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	
Item Number (s)	ITEM NO. <u>23</u> PAGE <u>10</u>	
Qualification Requirements:		
Education	BACHELOR'S DEGREE	
Experience	NONE REQUIRED	
Training	NONE REQUIRED	
Eligibility	CAREER SERVICE PROFESSIONAL / 2nd LEVEL ELIGIBILITY	

Prepared by:

CLAUDIO D. JAZMIN, JR.

City Government Department Head I

Approved:

MA. CHARO L. DICHOSO-LOGRONIO
 City Vice Mayor