

Republic of the Philippines
PHILIPPINE DRUG ENFORCEMENT AGENCY (PDEA)
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Philippine Drug Enforcement Agency (PDEA) in the CSC website:

DIR III IRISH C CALAGUAS

OIC, DDGA

Date: 01/19/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Admin Assistant IV (Photographer III)	ADAS4-27-2007	10	₱ 224,616.00	Completion of 2 years' studies in college or High School Graduate with relevant vocational/trade course	1 year of relevant experience	4 hours of relevant training	CSC MC 11 CAT. II		RO 5
2		ADAS4-29-2007	10							RO 7
3	Administrative Assistant I (Photographer II)	ADAS1-25-2007	7	₱183,048.00	Completion of 2 years' studies in college or High School Graduate with relevant vocational/trade course	None required	None required	CSC MC 11 CAT. II		ODG
4	Administrative Aide VI	ADA6-16-2007			Completion of 2 years' studies in college or High School					RO 2
5		ADA6-51-2007								RO 1
6		ADA6-24-2007								RO 5
7		ADA6-50-2007								RO 10

8	(Comm. & Equipt. Operator II)	ADA6-9-2007	6	₱ 172,080.00	In college or High School Graduate with relevant vocational/trade course	None required	None required	CSC MC 11 Category II	RO 6
9		ADA6-59-2007							RO 7
10		ADA6-63-2007							RO 12
11		ADA6-65-2007							RO 12
12		ADA6-11-2007							ARMM
13	Administrative Aide VI (Mechanic II)	ADA6-33-2007	6	₱ 172,080.00	High School Graduate or completion of relevant vocational or trade course	None required	None required	CSC MC 11 CAT. II	AHRS

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 **November 05, 2018**:

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;
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:

RESTIE R LAMORENA

OIC, AHRS

PDEA Bldg NIA Northside Rd Nat'l Government Center Brgy Pinyahan Quezon City, 1100

ahrs@pdea.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.