


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

Electronic copy to be submitted to the CSC
FO must be in MS Excel format

RECEIVED
25 AUG 2020
BY: 

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PHILIPPINE DRUG ENFORCEMENT AGENCY in the CSC website:


LOIDA B. MALANYAON
HRMO

Date: August 13, 2020

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	Prison Guard II	PRISG2-105-2007	7	P16,458.00	Completion of 2 years studies in College	none required	none required	CSC Sub-Professional or 1st Level Eligibility		MIMAROPA
2	Administrative Aide III (Driver I)	ADA3-67-2007	3	P13,019.00	Elementary Graduate	none required	none required	Driver's License (MC 11 s 96 Cat III)		RO IV-A

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 **August 24, 2020**.

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 last rating period (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:


LOIDA B. MALANYAON

Officer-in-Charge, HRMS

Pinyahan, Quezon City

pdea.recruitment@outlook.com

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED. ONLY SHORTLISTED APPLICANTS WILL BE NOTIFIED.