



CSC DOS WEB APP

Agency :	PGO ISABELA Region II
Place of Assignment :	Provincial Health Office (Field Health Services)
Position Title :	ADMINISTRATIVE OFFICER I (RECORDS OFFICER I)
Plantilla Number :	44.6
Salary/Job/Pay Grade :	10
Monthly Salary :	Php 23176
Eligibility :	Career Service (Professional) Second Level Eligibility
Education :	Bachelor's degree
Training :	None required
Work Experience :	None required
Competency :	N/A

Instruction/Remarks :

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 April 27, 2024.

Documents:

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:

RODOLFO T. ALBANO III

Provincial Governor

PGO ISABELA

Provincial Capitol, Alibagu, Ilagan City, Isabela

governorofficeisabela@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date :	2024-04-12
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Closing Date :	2024-04-27
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