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Republic of the Philippines
NATIONAL ARCHIVES OF THE PHILIPPINES
 Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL ARCHIVES OF THE PHILIPPINES in the CSC website:

[Signature]
ROWENA G. LANDINGIN
 OIC-HRMO

Date: _____

| 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 | Senior Archivist | RMAO-NCCAC-SRARCH-4-1998 | 18 | 43,681.00 | Bachelor's Degree relevant to the job | eight(8) hours of relevant training | two (2) years relevant experience | Career Service Professional (Appropriate eligibility for Second Level Position) | | ACAD-Manila |
| 2 | Administrative Officer V (Human Resource Management Section) | RMAO-NCCAC-ADOF5-4-2004 | 18 | 43,681.00 | Bachelor's Degree relevant to the job | eight (8) hours of relevant training | two (2) years relevant experience | Career Service Professional (Appropriate eligibility for Second Level Position) | | FAD-Manila |

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 **24 OCT 2021**

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:

[Signature]
MARIETTA R. CHOU
 HRMPSB Chairperson
 6th floor, PPL Building, UN Avenue cor San Marcelino Street, Paco, Manila
nap_hrm@nationalarchives.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.