



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
 Philippine Science High School – Zamboanga Peninsula Region Campus
 Cogon, Dipolog City



BULLETIN OF VACANT POSITION
 Pursuant to RA 7041

POSITION TITLE	EMPLOYMENT SCHEME	MONTHLY SALARY	QUALIFICATION STANDARD				PLACE OF ASSIGNMENT
			EDUCATIONAL REQUIREMENT	EXPERIENCE	TRAINING/OTHERS	CS ELIGIBILITY	
OFFICE AIDE (1 position)	CONTRACT OF SERVICE	₱12,790.00	<ul style="list-style-type: none"> College Level 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> Proficient in computer applications, such as MS Office Good in oral and written communication Can work in a team, under pressure and less supervision has initiative 	<ul style="list-style-type: none"> None 	PSHS-ZRC
MAINTENANCE STAFF (2 positions)	JOB ORDER	₱12,034.00	<ul style="list-style-type: none"> At least high school graduate 	<ul style="list-style-type: none"> Preferably has experience in housekeeping and maintenance of school, office and dormitory equipment, furniture and fixture 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None 	PSHS-ZRC

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 **June 25, 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:

ENGR. LOUIE C. JAMORA

Campus Director

Philippine Science High School-ZRC

Cogon, Dipolog City

mssaldon@zrc.pshs.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CERTIFIED AS TO VACANCY:

MILO S. SALDON

Administrative Officer V

ATTESTED BY:

ENGR. LOUIE C. JAMORA

Director III