



Republic of the Philippines
 Department of Science and Technology
PHILIPPINE SCIENCE HIGH SCHOOL – ZAMBOANGA PENINSULA REGION CAMPUS
 Cagon, Dipolog City



BULLETIN OF VACANT POSITION

POSITION TITLE	EMPLOYMENT SCHEME	SALARY PER MONTH	QUALIFICATION STANDARD				PLACE OF ASSIGNMENT
			EDUCATIONAL REQUIREMENT	EXPERIENCE	TRAINING/OTHERS	ELIGIBILITY	
CLERK I (1 position)	Contract of Service	₱13,572.00	Bachelor's Degree, preferably Accountancy or Accounting Technology graduate	Preferably has worked on materials management, accounting and/or quality management	<ul style="list-style-type: none"> • Proficient in computer applications • Good in oral and written communication • Meticulous to details • Can work in a team and under pressure • Has initiative 	None	PSHS-ZRC
MAINTENANCE STAFF (1 position)	Job Order	₱12,034.00	At least high school graduate	Preferably has experience in housekeeping and maintenance of school, office and dormitory equipment, fixture and fixture	None	None	PSHS-ZRC





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Interested and qualified applicants should signify their interest in writing. Attached the following documents to the application letter and send to the address below not later than **May 20, 2022**.

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;
4. Photocopy of Transcript of Records; and
5. Certificate of trainings/seminars attended (if any).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

Engr. Louie C. Jamora
Campus Director
PSHS-ZRC, Cogon,
Dipolog City
mssaldon@zrc.pshs.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Certified as to vacancy:

MILO S. SALDON
FAD Chief

ENGR. LOUIE C. JAMORA
Director III