

Republic of the Philippines  
**PROVINCE OF GUIMARAS**  
***Request for Publication of Vacant Positions***

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the Provincial Government of Guimaras in the CSC website:

**Brenda R. Dajay**  
*HRMO III*  
07/16/2019  
Date

No.	Position Title	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards				Competency (If applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	PGDH/ Provincial Treasurer	185	26	91,327.00	Bachelor's degree preferably in Commerce, Public Administration or Law	None required	5 years experience in treasury and accounting services	First Grade or its equivalent	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Treasury Office

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 July 30, 2019: Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, revised 2018) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)

- \* Performance rating in the present position for one (1) year (if applicable)
- \* Photocopy of certificate of eligibility/rating/licence; and
- \* Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/E-mail their application to:

**Brenda R. Dajay**  
*HRMO III*  
Province of Guimaras

5045 San Miguel,  
Jordan, Guimaras  
[phrmdo.guimaras@gmail.com](mailto:phrmdo.guimaras@gmail.com)