

Republic of the Philippines
ENVIRONMENTAL MANAGEMENT BUREAU
Request for Publication of Vacant Positions

Civil Service Commission
National Office
CSFO-DENR
RECEIVED
By: _____
DATE: 20 APR 2023 TIME: 2:44 pm

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the ENVIRONMENTAL MANAGEMENT BUREAU in the CSC website:

JOY E. TOLENTINO
HRMO

Date: April 28, 2023

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	Information Officer II	EMBB-INFO2-63-2014	15	36,619.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Environmental Monitoring and Enforcement Division (EMED)

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 May 12, 2023.

1. Application Letter;
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet which can be downloaded at www.csc.gov.ph;
3. Performance rating in the last rating period (if applicable);
4. Photocopy of Civil Service Eligibility (Professional) and/or Professional License/Board Rating;
5. Photocopy of Diploma and Transcript of Records (Post-Graduate applicants must attached proof of completed units);
6. Certified True Copy of Training Certificate; and
7. Certificate of Employment from current /previous employer (for outsiders),

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

ATTY. MICHAEL DRAKE P. MATIAS

Regional Director

NECC, East Ave., Diliman, Quezon City

recordsncr@emb.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.