

EMB-NCR FILE

CS Form No. 9
Revised 2018

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

CIVIL SERVICE COMMISSION
Electronic copy to be submitted to the CSC FO must be
in MS Excel format
National Capital Region
CSFO-DENR
RECEIVED
By: _____
DATE: **20 JUN 2023** TIME: _____

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: June 20, 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	Supervising Environmental Management Specialist	EMBB-SVENMS-47-2000	22	71,511.00	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility / RA1080		Clearance and Permitting Division (CPD)

Interested and qualified applicants should signify their interest in writing. The following documents shall be attached to the application letter and send to the address below not later than **JUNE 30, 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 OR FILED BEYOND THE DEADLINE SHALL NOT BE ENTERTAINED.