

Republic of the Philippines
PHILIPPINE NUCLEAR RESEARCH INSTITUTE
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION
National Capital Region
in Manila
CSFO-CP

RECEIVED

By: [Signature]
DATE: JUL 09 2019

TIME: 2:27 PM

CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PHILIPPINE NUCLEAR RESEARCH INSTITUTE in the CSC website:

MA. NADIA D. ESTARIS
Date: July 09, 2019

Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards					Place of Assignment
			Education	Training	Experience	Eligibility	Competency (if applicable)	
Planning Officer IV	PNRIB-PL04-1-1998	22	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	not applicable	Office of the Director
Administrative Officer V	PNRIB-AD05-9-2004	18	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	not applicable	Finance and Administrative Division
Administrative Officer IV	PNRIB-AD04-15-2004	15	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	not applicable	Finance and Administrative Division
Science Research Analyst	PNRIB-SP04-8-1998	11	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	not applicable	Finance and Administrative Division
Administrative Assistant I	PNRIB-AD02-7-2004	8	Completion of two year studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-professional) First Level Eligibility	not applicable	Finance and Administrative Division

6	Administrative Assistant IV	PNRIB-ADAS2-8-2004	9	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	Year of relevant experience	None required	None required (MS 1-4-95, 2001)	Career Services (Sub-professionally First Level Eligibility)	not applicable	Finance and Administrative Division
7	Senior Aide	PNRIB-SCA-6-1999	4	Elementary School Graduate	None required	None required	None required	None required (MS 1-4-95, 2001)	None required (Sub-professionally First Level Eligibility)	not applicable	Human Resources Division

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 **NOV 15 2019**

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:

MA. NADIA D. ESTARIS
 Administrative Officer IV
 Commonwealth Ave. Dilliman, Quezon City
mndcestaris@pnri.dost.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CIVIL SERVICE COMMISSION
 National Capitol Region
 CSPO-UP

RECEIVED
 By: _____
 DATE: JUL 09 2019
 TIME: 2:23pm