Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines Pamantasan ng Lungsod ng Maynila (University of the City of Manila) Intramuros, Manila

Request for Publication of Vacant Position

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Pamantasan ng Lungsod ng Maynila) in the CSC website:

MA. LEONORA V. DE JESUS, Ph. D.									
University President									
Date:	July 24, 2018								

No.	Position Title	Plantilla			Qualification Standards					Place of
		Item No.	Job/ Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
1	College Librarian I	625	13	Php 24,224.00	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/ Arts major in Library Science	None required	None required	RA 1080	 Professionalism and ethics Leadership Teamwork Lifelong learning and professional growth Service orientation Innovation 	University Library

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 <u>August 31, 2018</u>.

- 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 present position for one (1) year (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:

Ms. Herminia D. Nuñez

Chief, HRD Office Pamantasan ng Lungsod ng Maynila, Gen. Luna St. cor Muralla St. Intramuros, Manila

hdnunez@plm.edu.ph/cimayoyo@plm.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Published on: August 10, 2018 Published at: www.plm.edu.ph