

**PHILIPPINE SPORTS COMMISSION
BULLETIN OF VACANT PERMANENT POSITIONS
POSTED JANUARY 28, 2020**

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| POSITION TITLE | : Administrative Aide VI (Cash Clerk II) |
| PLACE OF ASSIGNMENT | : Cashier's Office |
| ITEM NO. | : PSCOMB-ADA6-11-2004 |
| SALARY GRADE | : 6 |
| MINIMUM QUALIFICATION STANDARDS | |
| EDUCATION | : Completion of two years in College |
| EXPERIENCE | : None |
| TRAINING | : None |
| ELIGIBILITY | : Career Service (Sub-Professional)/First Level Eligibility |

Interested and qualified applicants must submit personally or thru e-mail the following documents until FEBRUARY 15, 2020

1. Application letter indicating the position you're applying for. Kindly address your application letter to:

HON. WILLIAM I. RAMIREZ

2. Duly accomplished Personal Data Sheet [CSC Form No. 212 (revised 2017)]
3. Authenticated copy of Civil Service eligibility
4. Must be able to present the original and submit the photocopy of the following:
 - a. Transcript of Records
 - b. Diploma
 - c. Service record (if previously employed in the government)
 - d. Certificate of employment from previous employer/s (if previously employed)
 - e. Certificate of trainings/seminars attended (if any)
 - f. NBI/Police Clearance

Applicants may e-mail all their application together with the scanned copy of the required documents to hr@psc.gov.ph