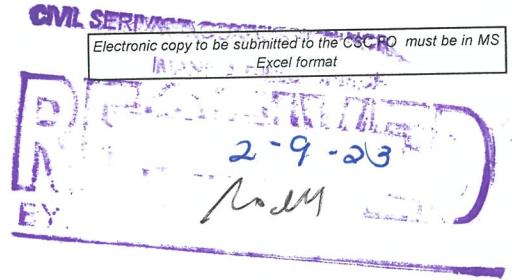


Republic of the Philippines  
**SANDIGANBAYAN**  
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

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

*[Signature]*  
AMPARO M. CABOTAJE-TANG  
Presiding Justice

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	BAILIFF III	SBB-BALF3-3-1998	10	23,176.00	High School Graduate	8 hours of relevant training	2 years of relevant experience	None Required (MC 11, s. 96, as amended - Cat. III)		OFFICE OF THE EXECUTIVE CLERK OF COURT III, SECOND 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 February 27, 2023.

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](http://www.csc.gov.ph) (**NOTARIZED**);
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 send their application through the details and link below:

**Hon. AMPARO M. CABOTAJE-TANG**

Presiding Justice

Sandiganbayan Centennial Building, Commonwealth Avenue corner IBP Road, Quezon City

<https://forms.gle/tzzsovngKEzgwbi78>



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

REPUBLIC OF THE PHILIPPINES  
**Sandiganbayan**  
QUEZON CITY

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Pursuant to the provisions of RA 7041, as implemented by the Civil Service Commission through its Memorandum Circular No. 27 dated July 2, 1991 and Memorandum Circular No. 03,s.2001, NOTICE is hereby given that vacant positions in the SANDIGANBAYAN have been authorized to be filled by the Honorable Presiding Justice, to wit:

PLACE OF ASSIGNMENT	POSITION TITLE	SALARY GRADE
OFFICE OF THE EXECUTIVE CLERK OF COURT III, SECOND DIVISION	BAILIFF III	10

The deadline of submission to the Personnel Section shall not be later than February 27, 2023.

**Sandiganbayan is a gender-fair and disability-inclusive employer. Any qualified person may apply.**

Quezon City, February 7, 2023.

  
**RITCHELLE M. DESINGAÑO-YRAÑELA**  
~ Chief Judicial Staff Officer  
Administrative Division

**OFFICE OF THE EXECUTIVE CLERK OF COURT III, SECOND DIVISION**

Position: **BAILIFF III**  
Salary Grade : **10** Monthly Salary : **PHP 23,176.00**

**Duties and Responsibilities:**

- Under general supervision, attends all court hearings and keeps the peace in the court room;
- Assists the interpreter in some of the latter's tasks;
- Maintains order in and around the court's premises when the court is in session;
- Receives and transmits and/or implements instructions from his superior; and
- Does related work.

**Qualification Standards**

Education : High School Graduate  
Training : 8 hours of relevant training  
Experience : 2 years of relevant experience  
Eligibility : None Required (MC 11, s. 96, as amended - Cat. III)