

REPUBLIC OF THE PHILIPPINES

Sandiganbayan

QUEZON CITY

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:

JUDICIAL RECORDS DIVISION

One (1) Records Officer III, SG – 18

OFFICE OF THE ASSOCIATE JUSTICE

Two (2) Judicial Staff Officer III, SG - 18

Six (6) Court Stenographer IV, SG-14

This notice shall be posted in three conspicuous places in the Sandiganbayan for a period of ten (10) days from the date hereof.

The deadline of submission to the Personnel Section shall not be later than February 2, 2016.

Sandiganbayan is a gender-fair employer. Any qualified person may apply.

Quezon City, January 20, 2016.

CHARMIE ANGELETTE V. ROMILLO

Chief Judicial Staff Officer

Administrative Division

APPROVED FOR POSTING

RETIRED

Executive Clerk of Court

Republic of the Philippines
Sandiganbayan
Quezon City

VACANCY

Position Title: Records Officer III
Department: JUDICIAL RECORDS DIVISION
Salary Grade: 18
Item Nos.: SBB-RO3-2-1998
No. of Vacancies: 1

Qualifications:

Education : Bachelor's Degree
Experience : 2 years of relevant experience
Training : 8 hours of relevant training
Eligibility : CS Professional or Second Level Eligibility

Position Title: Judicial Staff Officer III
Department: OFFICE OF THE ASSOCIATE JUSTICE
Salary Grade: 18
Item Nos.: SBB-JSO3-11-1998
SBB-JSO3-14-1998
No. of Vacancies: 2

Qualifications:

Education : Bachelor's Degree relevant to the job
Experience : 2 years relevant experience
Training : 8 hours of relevant training
Eligibility : CS Professional or Second Level Eligibility

APPROVED FOR POSTING



RENETO B. BOCAN

Executive Clerk of Court

Position Title: Court Stenographer IV
Department: OFFICE OF THE ASSOCIATE JUSTICE
Salary Grade: 14

Item Nos.: SBB-CSTG4-15-2015
SBB-CSTG4-16-2015
SBB-CSTG4-21-1998
SBB-CSTG4-22-1998
SBB-CSTG4-28-1998
SBB-CSTG4-29-1998

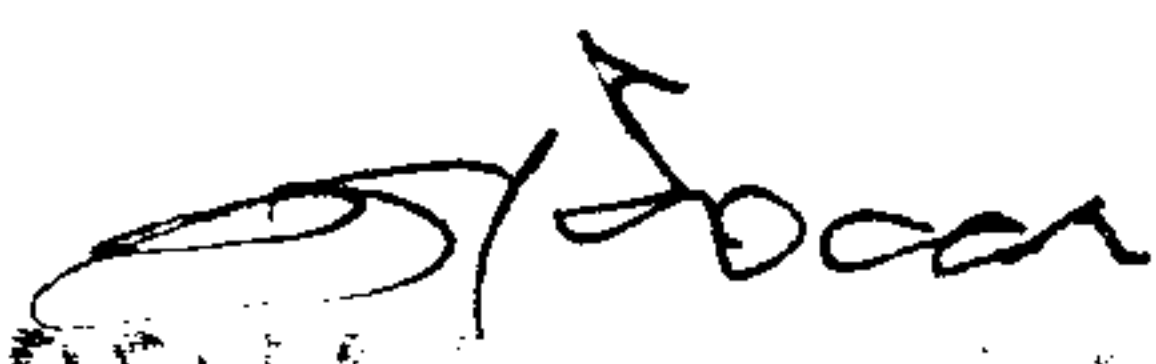
No. of Vacancies: 6

Qualifications:

Education : Completion of two years studies in college
Experience : 3 years of relevant experience
Training : 16 hours of relevant training
Eligibility : Civil Service(Subprofessional) or
First Level Eligibility

Please address your application letter to the **Hon. AMPARO M. CABOTAJE-TANG, Presiding Justice** with the attached personal data sheet, transcript of records, 2x2 ID picture & photocopy of civil service eligibility and submit to the **PERSONNEL SECTION** not later than **February 2, 2015**.

APPROVED FOR POSTING


RENA
Executive Clerk of Court