
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:

OFFICE OF THE ASSOCIATE JUSTICES

Two (2) Court Stenographer IV	Salary Grade 14
Six (6) Clerk III	Salary Grade 6

OFFICE OF THE EXECUTIVE CLERK OF COURT IV

Two (2) Interpreter III	Salary Grade 12
Two (2) Bailiff III	Salary Grade 10

OFFICE OF THE EXECUTIVE CLERK OF COURT III

Two (2) Executive Clerk of Court III	Salary Grade 28
Two (2) Executive Assistant II	Salary Grade 17
Two (2) Clerk IV	Salary Grade 8
Two (2) Clerk III	Salary Grade 6
Four (4) Clerk II	Salary Grade 4
Two (2) Stitcher II	Salary Grade 4

ADMINISTRATIVE DIVISION

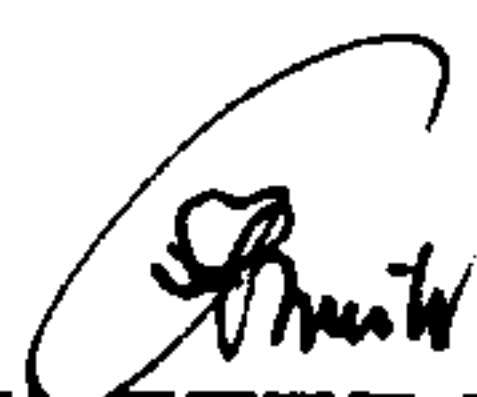
One (1) Utility Worker 1	Salary Grade 1
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This notice shall be posted in three conspicuous places in the Sandiganbayan for a period of ten (10) days from the date hereof.

The deadline of submission to the Personnel Section shall not be later than November 2, 2015

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

Quezon City, October 20, 2015


CHARMIE ANGELETTE V. ROMILLO
 Chief Judicial Staff Officer
 Administrative Division

Republic of the Philippines
Sandiganbayan
Quezon City

VACANCY

OFFICE OF THE ASSOCIATE JUSTICES

Position Title: Court Stenographer IV

Salary Grade: 14

Item Nos.: SBB-CSTG4-15-2015
SBB-CSTG4-16-2015

No. of Vacancies: 2

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

Position Title: Clerk III

Salary Grade: 6

Item Nos.: SBB-CK3-9-2015 SBB-CK3-12-2015
SBB-CK3-10-2015 SBB-CK3-13-2015
SBB-CK3-11-2015 SBB-CK3-14-2015

No. of Vacancies: 6

Qualifications:

Education : Completion of two years studies in college
Experience : none required
Training : none required
Eligibility : CS Subprofessional or First Level Eligibility

OFFICE OF THE CLERK OF COURT IV

Position Title: Interpreter III

Salary Grade: 12

Item Nos.: SBB-INTER3-17-2015
SBB-INTER3-18-2015

No. of Vacancies: 2

Qualifications:

Education : Bachelor's Degree;
Experience : none required
Training : none required
Eligibility : CS Professional or Second Level Eligibility

Position Title: Bailiff III

Salary Grade: 10

Item Nos.: SBB-BALF3-15-2015

SBB-BALF3-16-2015

No. of Vacancies: 2

Qualifications:

Education : High School Graduate

Experience : 2 years of relevant experience

Training : 8 hours of relevant training

Eligibility : none required (MC 11, s. 96-Cat. III)

OFFICE OF THE CLERK OF COURT III

Position Title: Executive Clerk of Court III

Salary Grade: 28

Item Nos.: SBB-ECC3-13-2015

SBB-ECC3-14-2015

No. of Vacancies: 2

Qualifications:

Education : Bachelor of Laws

Experience : 4 years of relevant experience

Training ; 24 hours of relevant training

Eligibility : RA 1080

Position Title: Executive Assistant II

Salary Grade: 17

Item Nos.: SBB-EXA2-11-2015

SBB-EXA2-12-2015

No. of Vacancies: 2

Qualifications:

Education : Bachelor's Degree

Experience : 1 year of relevant experience

Training : 4 hours of relevant training;

Eligibility : CS Professional or Second Level Eligibility

Position Title: Clerk IV

Salary Grade: 8

Item Nos.: SBB-CK4-9-2015

SBB-CK4-10-2015

No. of Vacancies: 2

Qualifications:

Education : Completion of two years studies in college

Experience : 1 year of relevant experience

Training : 4 hours of relevant training

Eligibility : CS Subprofessional or First Level Eligibility

Position Title: Clerk III

Salary Grade: 6

Item Nos.: SBB-CK3-7-2015
SBB-CK3-8-2015

No. of Vacancies: 2

Qualifications:

Education	:	Completion of two years studies in college
Experience	:	none required
Training	:	none required
Eligibility	:	CS Subprofessionalor First Level Eligibility

Position Title: Clerk II

Salary Grade: 4

Item Nos.: SBB-CK2-3-2015 SBB-CK2-5-2015
SBB-CK2-4-2015 SBB-CK2-6-2015

No. of Vacancies: 4

Qualifications:

Education	:	Completion of two years studies in college
Experience	:	none required
Training	:	none required
Eligibility	:	CS Subprofessionalor First Level Eligibility

Position Title: Stitcher II

Salary Grade: 4

Item Nos.: SBB-STIT2-1-2015
SBB-STIT2-2-2015

No. of Vacancies: 2

Qualifications:

Education	:	Elementary School Graduate
Experience	:	none required
Training	:	none required
Eligibility	:	(MC 11, s. 96-Cat. III)

ADMINISTRATIVE DIVISION

Position Title: Utility Worker I

Salary Grade: 1

Item Nos.: SBB-UTW1-49-1998

No. of Vacancies: 1

Qualifications:

Education	:	Must be able to read or write
Experience	:	none required
Training	:	none required
Eligibility	:	(MC 11, s. 96-Cat. III)

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 **November 2, 2015**.