

PAMANTASAN NG LUNGSOD NG MAYNILA

(University of the City of Manila)
Intramuros, Manila

NOTICE OF VACANT ADMINISTRATIVE POSITIONS

Position	SG	Office/College	Item No.	QUALIFICATIONS			
	30		By 2009	Education	Experience	Training	Eligibility
Plumber I	3	Physical Dev't. and Special Projects Office	1051	Elementary School Graduate	None required	None required	Plumber (MC 3, s. 2008- Cat. II)
Storekeeper I	4	Physical Dev't. and Special Projects Office	1041	Elementary School Graduate	None required	None required	None required (MC 11, s. 1996- Cat. III)
Utility Worker II	3	Physical Dev't. and Special Projects Office	1048	Must be able to read and wtite	None required	None required	None required (MC 11, s. 1996- Cat. III)
Utility Worker II	3	Physical Dev't. and Special Projects Office	1052	Must be able to read and wtite	None required	None required	None required (MC 11, s. 1996- Cat. III)
Administrative Assistant I (Reproduction Machine Operator III)	7	Property and Supplies Office	1063	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/ First Level Eligibility
Administrative Assistant V	11	Property and Supplies Office	1063	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service (Sub-professional)/ First Level Eligibility

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