

Place of Assignment :	COMELEC, Rizal, Cagayan
Position Title :	ELECTION OFFICER II
Plantilla Item No. :	COMELECA-EO2-1034-1998
Salary/Job/Pay Grade :	15
Monthly Salary :	Php 42,178.00
Eligibility :	Career Service Professional / appropriate 2nd level eligibility
Education :	Bachelor's Degree Relevant to the Job
Training :	Four (4) hours of relevant training
Work Experience :	One (1) year of relevant experience
Competency :	n/a

Instructions/Remarks :

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the

following documents to the application letter and send these to the address below not later than February 28, 2026.

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.
5. Hard copy or electronic copy of NBI Clearance.
6. Hard copy or electronic copy of Ombudsman Clearance (for SG 11 and above);
7. Hard copy or electronic copy of Trainings/Seminars attended.

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous

communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.

This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

ATTY. EDERLINO U. TABILAS

Regional Election Director

Commission on Elections

Region 02 Office of the Regional Election Director Regional Center, Dalan na Paccorofun, Carig Sur,
Tuguegarao City, Cagayan

Tel. No.: 0783960099 / email address :comelecregion2recruitment@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date : February 04, 2026

Closing Date : February 28, 2026