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|-------------------------------|-----------------------------------------------------------------|
| <b>Place of Assignment :</b>  | COMELEC, Santo Tomas, Isabela                                   |
| <b>Position Title :</b>       | ELECTION OFFICER III (Anticipated Vacancy)                      |
| <b>Plantilla Item No. :</b>   | COMELECA-EO3-621-2015                                           |
| <b>Salary/Job/Pay Grade :</b> | 18                                                              |
| <b>Monthly Salary :</b>       | Php 53,818.00                                                   |
| <b>Eligibility :</b>          | Career Service Professional / appropriate 2nd level eligibility |
| <b>Education :</b>            | Bachelor's Degree Relevant to the Job                           |
| <b>Training :</b>             | Eight (8) hours of relevant training                            |
| <b>Work Experience :</b>      | Two (2) years of relevant experience                            |
| <b>Competency :</b>           | 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

Applicants must attach the following documents to the application letter and send these to the address below not later than June 30, 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:

**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 :** June 03, 2026

**Closing Date :** June 30, 2026