

Republic of the Philippines
NATIONAL MEAT INSPECTION SERVICE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the NATIONAL MEAT INSPECTION SERVICE:

MS. JANNILYN S. VILLAFLO
HRMO

Date: 4/23/2026

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency / Area of Specialization/ Residency Requirement (if applicable)	
1	SUPERVISING ADMINISTRATIVE OFFICER	NMISB-SADOF-3-2014	22	₱81,796.00	Bachelor's Degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Central Office
2	MEAT INSPECTOR III	NMISB-MIT13-97-2014	11	₱31,705.00	Completion of two (2) years in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Not Station specific
3	MEAT INSPECTOR III	NMISB-MIT13-100-2014	11	₱31,705.00	Completion of two (2) years in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Not Station specific
	MEAT INSPECTOR III	NMISB-MIT13-156-2014	11	₱31,705.00	Completion of two (2) years in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Not Station specific
4	MEAT INSPECTOR III	NMISB-MIT13-186-2014	11	₱31,705.00	Completion of two (2) years in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Not Station specific

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

May 4, 2026

1. Letter of Intent indicating the position applying for;
2. PDF Copy of Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2025)
3. Work Experience Sheet (CS Form No. 212)
4. Performance rating in the last rating period (if applicable);
5. Certificate of eligibility/rating/license (Original / Authenticated / CTC / Photocopy / Scanned copy / Site/Screen capture using the CSEVS/LERIS/SC Lawyer's List)
6. Authenticated copy Transcript of Records and Diploma.
7. Certificate of Seminars/Trainings 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:

MS. JANNILYN S. VILLAFLO

Officer-In-Charge, HRM Section

No.4 Visayas Ave., Brgy. Vasra, Quezon City

recruitment@nmis.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.