


Republic of the Philippines
MGO DOLORES, EASTERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO DOLORES, EASTERN SAMAR in the CSC website:


CRISELDA L. ROBEDIZO
OIC-HRMO
Date: **December 6, 2023**

No.	Position Title (Parentetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	7611-1	24	72062	Bachelor's Degree in Social Work	None Required	3 years in the practice of Social Work	RA 1080 (Social Worker)	N/A	MSWDO

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **December 21, 2023**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. This office encourages all interested and qualified and promotes equal opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), ethnicity, political affiliation, to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

CRISELDA L. ROBEDIZO
OIC-HRMO
LGU-DOLORES
hrmo.dolores@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.