

Republic of the Philippines
Local Government of Balangiga
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government of Balangiga in the CSC website:



HON. RANDY D. GRAZA

(Head of Agency)

Date: November 27, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Place of Assignment	
					Education	Training	Experience		
1	Mun. Gov't. Department Head I (Social Welfare Officer V)	11-01	SG 24	54,974.00	Must be a licensed Social Worker or a holder of a College degree preferably in Sociology or any other related course from a recognized College or University	Not required	Must have acquired experience in the practice of Social Work for at least three (3) years in the case of the Municipal Social Welfare and Development Officer	A first grade Civil Service Eligible or its equivalent	Municipal Social Welfare and Development Office
2									
3									

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, 2018.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

HON. RANDY D. GRAZA

Municipal Mayor

Municipal Hall, Balangiga, Eastern Samar

None

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.