

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

Republic of the Philippines
LGU Carigara
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 LGU Carigara in the CSC website.

Crecente F. Precia
CRESCENTE F. PRECIA

HRMO

Date: November 19, 2018

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 (if applicable)
1	MGDH I Municipal Population Officer	XIII-1	24	62,304.00	Bachelor's Degree	24 hours Relevant Training	3yrs. Relevant Experience	CS Professional	Not Applicable	Population Office

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 _____.

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.

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

CRESCENTE F. PRECIA

MGDH I (Chief Administrative Officer)

EDUARDO MAKABENTA JR. ST. PONONG, CARIGARA, LEYTE

crecenteprecia@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.