



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF EASTERN SAMAR  
MUNICIPALITY OF SALCEDO

**REQUEST FOR PUBLICATION OF VACANT POSITIONS**

To: **MICHAEL M. DELA CRUZ**  
DIRECTOR II  
CSC FIELD OFFICE  
BORONGAN CITY, EASTERN SAMAR

This is to request the publication of the following vacant positions of LGU - Salcedo Eastern Samar in the CSC website:

*[Signature]*  
**ATTY. MELCHOR L. MERGAL**  
(Head of Agency)  
12-Sep-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	TOURISM OPERATIONS OFFICER - I	2017 - 01	SG - 11	14, 125.00	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	LGU - Salcedo E. Samar

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 September 27, 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](http://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:

**ATTY. MELCHOR L. MERGAL**

Municipal Mayor

Brgy. 03, Purisima St., Salcedo, Eastern Samar

[m\\_mergal@yahoo.com](mailto:m_mergal@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**