

Electronic copy to be submitted to
the CSC FO

Republic of the Philippines
Local Government Unit
San Julian, Eastern Samar
Request for Publication of Vacant Position

To: CIVIL SERVICE COMMISSION (CSC)

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

HON. DENNIS P. ESTARON

(Head of Agency)

Date: August 10, 2018

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	Day Care Worker I	N/A	SG-06	₱4,510.00	High School Graduate	None required	None required	None Required (MC 11, S., 96-Cat III)	N/A		LGU-San Julian, MSWD Office	
2	Day Care Worker I	N/A	SG-06	₱4,510.00	High School Graduate	None required	None required	None Required (MC 11, S., 96-Cat III)	N/A		LGU-San Julian, MSWD Office	
3	Administrative Aide I (Utility Worker I)	N/A	SG-01	₱4,510.00	High School Graduate	None required	None required	None required	N/A		LGU-San Julian, Municipal Treasurer's Office	
4	Revenue Collection Clerk III	N/A	SG-09	₱4,510.00	Completion of 2 years in College	4 hours of relevant trainings	1 year of relevant experience	Career Service (Sub-Professional) First level eligibility	N/A		LGU-San Julian, Municipal Treasurer's 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 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 ~~shall~~ be advised to hand in or send through courier/email their application to:


HON. DENNIS P. ESTARON
Municipal Mayor
LGU-San Julian, Eastern Samar
sanjulianmayorsoffice@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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					Education	Training	Experience			Eligibility
1	Administrative Officer II (HRMO-1)	3	SG-11	₱13,734.00	Bachelor's Degree	None required	None required	Carrer Service (Professional) 2nd Level Eligibility	N/A	LGU-San Julian, Mayor's Office

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