

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

Republic of the Philippines
LGU-San Julian
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-San Julian in the CSC website:


MERLYN P. DERATAS
HRMO

Date: 10-18-18

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment	
					Education	Training	Experience			
1	Administrative Aide III (Driver I)	N/A	3	4,510.00	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 11,s.1996,as amended CAT IV)	N/A	LGU-San Julian Mayor'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 November 2, 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 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:

MERLYN P. DERATAS
HRMO III
LGU-San Julian, Eastern Samar
lgusnjulian6814@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.