

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 Roque, Northern Samar in the CSC website:

NANCY T. ANASTACIO
 HRMO-Designation

Date: 15 November 2018

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Municipal Social Welfare and Development Officer	7611 B-10	24/2	36,462.82	Bachelor's Degree in Social Works, or Bachelor's Degree preferably sociology or any related course.	None Required	Three (3) years experience in the practice of social work.	First Grade or its Equivalent.	Municipal Social Welfare and Development Office
2	Community Affairs Assistant I	1011 C-5	5	8,359.00	Must be able to read and write	None Required	None Required	CS Sub-professional/First Level Eligibility.	Community Affairs Office
3									
4									
5									

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 APPLICANT *Nancy* are advised to hand in or send through courier/email their application to:

NANCY T. ANASTACIO
 HRMO-Designation
 LGU-San Roque, Northern Samar
vanzk5@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.