


Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CAPUL
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit of Capul in the CSC website:


PETRONILO C. CABACANG
Administrative Officer IV (HRMO II)
Date: 12/4/2020

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	Administrative Aide IV (Bookbinder II)	1051-29	SG 4	8,872.00	Elementary School Graduate	None Required	None Required	None Required (MC 11.s.96- Cat. III)	N/A	Office of the Municipal Civil Registrar	
2	Administrative Aide IV (Bookbinder II)	1071-32	SG 4	8,872.00	Elementary School Graduate	None Required	None Required	None Required (MC 11.s.96- Cat. III)	N/A	Office of the Municipal Budget Officer	
3	Administrative Aide IV (Tax Mapping Aide)	1101-45	SG 4	8,872.00	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	None Required (MC 11.s.96- Cat. III)	N/A	Office of the Municipal Assessor	
4	Administrative Aide III (Utility Worker)	1011-7	SG 3	8,340.00	Must be able to read and write	None Required	None Required	None Required (MC 11.s.96- Cat. III)	N/A	Office of the Municipal Mayor	
5	Nurse I	441-49	SG 10	29,010.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080	N/A	Rural Health Unit	
6	Nurse I	441-50	SG 10	29,010.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080	N/A	Rural Health Unit	
7	Engineer II	8751-59	SG 16	22,236.00	Bachelor's degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1081	N/A	Office of the Municipal Engineer	

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 8, 2019.

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:

PETRONILO C. CABACANG
Administrative Officer IV (HRMO II)
LGU Capul, Northern Samar
pattcabacang66@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.