



Republic of the Philippines  
**MUNICIPALITY OF DARAM**  
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-DARAM in the CSC website:

**JOEMAR A. CAFRANCA**  
HRMO

Date: 3-Oct-19

No.	Position Title <b>(Parenthetical Title, if applicable)</b>	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Civil Registrar	3112-1	SG24	66,725.00	Bachelor's Degree	None	3 years experience in civil registry work	First grade or its equivalent		Office of the Civil Registrar - LGU Daram
2	<i>x x x x Nothing Follows x x x x</i>									
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 November 03, 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](http://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:

**JOEMAR A. CAFRANCA**  
AO IV (HRMO II)  
LGU-DARAM, POB. 01, DARAM, SAMAR  
[joemarcapranca@gmail.com](mailto:joemarcapranca@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.