

Republic of the Philippines  
LGU-PAMBUJAN, NORTHERN SAMAR  
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-Pambujan in the CSC website:

*Conchita M. Tuballas*  
**CONCHITA M. TUBALLAS**  
HRMO-I

Date: **10/11/2019**

N o.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary/Rate per day	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide VI (Clerk III)	1021-8	6	11,135.00	Completion of two years studies in college	None required	None required	Career Service (SubProfessional) 1st level eligibility		SB/Vice Mayor's office, LGU- Pambujan
	xxxxxxxxxxxxxx									

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 October 14, 2019.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be
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:

CONCHITA M. TUBALLAS  
HRMO-I  
LGU-Pambujan, Northern Samar  
[lgupambujan@gmail.com](mailto:lgupambujan@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**