



Republic of the Philippines  
Local Government Unit-San Julian  
Request for Publication of Vacant Position

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit-San Julian in the CSC website:

*Merlyn P. Deratas*  
MERLYN P. DERATAS  
HRMO

Date: 10-09-19

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	Assistant Registration Officer	38	8	11,731.00	Completion of (2) two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub Professional) 1st Level	N/A	LGU-San Julian, Mun. Civil Registrar

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 24, 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:

MERLYN P. DERATAS  
HRMO III  
LGU-San Julian, Eastern Samar  
[lgusanjulian@yahoo.com](mailto:lgusanjulian@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.