

Republic of the Philippines
MGO BASEY, SAMAR (WESTERN)
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)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO BASEY, SAMAR (WESTERN) in the CSC website:

RHOY O. AVILA
HRMO

Date: December 19, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment	
					Education	Training	Experience			
1	Administrative Aide IV (Driver II)	9-2021-14	4	14,027.00	Elementary School Graduate	None Required	None Required	Professional Driver's License ((MC.11,s.96 Cat.111)	NONE	Municipal Social Welfare and Development Office

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 **January 03, 2024**

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.

This office highly encourage all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age,gender,civil status,person with disability (PWD),religion,ethnicity,political affiliation to include members of the Indigenous communities and those with diverse sexual orientation,gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

HON. LUZ CHU-PONFERRADA
Municipal Mayor
LGU Basey, Samar
lcpbasey2019@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.