

Republic of the Philippines  
**MGO CATUBIG, 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 MGO CATUBIG, NORTHERN SAMAR in the CSC website:

*Estelita H. Diaz*  
ESTELITA H. DIAZ  
HRMO

Date: 6-Feb-23

| No. | Position Title<br>(Parenthetical Title, if applicable)      | Plantilla Item No. | Salary/<br>Job/<br>Pay<br>Grade | Monthly Salary | Qualification Standards  |          |  |                               |                            | Place of Assignment                             |
|-----|---|--------------------|---------------------------------|----------------|--|----------|--|-------------------------------|----------------------------|---|
|     |   |                    |                                 |                | Education  | Training | Experience   | Eligibility                   | Competency (if applicable) |   |
| 1   | Municipal Government Department Head I (Municipal Assessor) | 1101-72            | 24/1                            | 70728          | Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce, or any other related course | None     | 3 years of experience in real property assessment work or in any related field | RA 1080 (Real Estate Service) | N/A                        | LGU - Catubig, Office of the Municipal Assessor |

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 February 21, 2023.

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.

5. This Office promotes EEOP and highly encourages all interested and qualified applicants to apply regardless of gender, age, civil status including persons with disabilities, members of indigenous communities, and SOGIE.

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

**ESTELITA H. DIAZ**

AO - V (HRMO III)

F. De Asis St., Brgy. I Poblacion, Catubig, N. Samar

[litadiaz142@gmail.com](mailto:litadiaz142@gmail.com)

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