

Republic of the Philippines  
**MGO HINUNANGAN, SOUTHERN LEYTE**  
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 HINUNANGAN, SOUTHERN LEYTE in the CSC website:

SUSIE M. BAYANO

HRMO

Date: February 14, 2022

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	SECURITY GUARD II	18	5	₱ 12,220.00	High School Graduate	None Required	None Required	Security Guard License (MC 11,S. 1996 as amended, CAT. IV)		Office of the Sangguniang Bayan
2	SECURITY GUARD I	25	3	₱ 10,858.00	High School Graduate	None Required	None Required	Security Guard License (MC 11,S. 1996 as amended, CAT. IV)		Office of the Municipal Vice Mayor
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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 March 1, 2022.

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:

**SUSIE M. BAYANO**

HRMO I

LGU - HINUNANGAN, SOUTHERN LEYTE

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

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

