

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


JEROME T. ONG
HRMO

Date: June 3, 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	Data Encoder IV	1022-20	13	25,328.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	Career Service Subprofessional/First Level Eligibility / Data Encoder Eligibility	N/A	Sangguniang Bayan Office
2	Electrician II	1061-12.3	6	14,345.00	High School Graduate or Completion of relevant vocational/trade course	none required	none required	Electrician II (less than 250 volts) MC 11, series 1996, as Amended by MC 10, s. 2013 -Category II	N/A	Mayor's Office
3	Administrative Aide I (Utility Worker I)	1022-12.21	1	10,639.00	Must be able to read and write	none required	none required	None required (MC 11, s. 1996, as Amended by MC 10, s. 2013 -Category III)	N/A	Sangguniang Bayan 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 June 18, 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;
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 highly encourages 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:

JEROME T. ONG

HRMO IV

E. Lagrimas St., Brgy Guilaorange, Laoang, N. Samar

lgulaoang2014@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.