

Republic of the Philippines
MGO MAYDOLONG, EASTERN 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 MAYDOLONG, EASTERN SAMAR in the CSC website:


AMELIA B. AMBAL
HRMO

Date: 1-Dec-21

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	Labor and Employment Officer I	3h	11	21200	Bachelor's Degree	None Required	None Required	Career Service		LGU-Maydolong
								(Professional)		Eastern Samar
								Second Level		
								Eligibility		
2	Administrative Aide III	10	3	12368	Must be able to	None Required	None Required	None Required		LGU-Maydolong
	(Laborer II)				read and write			(MC 11,S.96-C		Eastern Samar
								at III)		

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 December 16, 2021.

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.

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

AMELIA B. AMBAL

Administrative Assistant II (HRMA)

LGU-Maydolong, Eastern Samar

lgu.maydolong@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.