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CSC FO must be in MS Excel format

Republic of the Philippines
MGO MERIDA, 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 MERIDA, LEYTE in the CSC website:

OSCAR D. CALAMBO
MGDHI (HRMO)

Date: 27-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	
1	Revenue Collection Clerk II	49	7	12,884.00	completion of 2 years studies in college	none required	none required	Civil Service (Subprofessional) First Level Eligibility	MTO
2	Midwife II	62	11	23,877.00	completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	RA 1080	RHU
3	Draftsman I B	31	6	12,150.00	completion of 2 years studies in college or High School graduate w/ relevant/trade course	none required	none required	(Subprofessional) Draftsman or Illustrator (MC 11,s. 96-Cat. I)	MPDC

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 12, 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.

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

OSCAR D. CALAMBO
MGDHI (HRMO)
Poblacion, Merida, Leyte
lgumerida.hrmo@mail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.