

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

Date: August 10, 2022


ARLITA P. APOLONIO
HRMCO III

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Municipal Government Assistant Department Head I (Assistant Municipal Treasurer I)	E-F-012	22/1	55,970.00	Bachelor's Degree	16 hrs. of relevant training	3 yrs. of relevant experience	RA 1080- BCLTE, 1st grade or its equivalent	N/A	LGU-Palapag, N. Samar
2	Administrative Aide I	E-RS-003	1/1	10,014.00	Must be able to read and write	None Required	None Required	None Required (MC 11, 96-Cat. II)	N/A	LGU-Palapag, N. Samar
3	Administrative Aide I	E-RS-004	1/1	10,014.00	Must be able to read and write	None Required	None Required	None Required (MC 11, 96-Cat. III)	N/A	LGU-Palapag, N. Samar
4	xxx Nothing Follows xxx									
5										
6										
7										
8										
9										
10										

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 **August 25, 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, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity or political affiliation.

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

ARLITA P. APOLONIO
HRMCO III
LGU Palapag N. Samar
arlitaapolonio@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.