CS Form No. 9
Revised 2018

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

HAZEL F. VASQUEZ
HRMO

Date: _____ December 16, 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	Municipal Government Department Head I (Municipal Social Welfare and Development Officer I)	190	24	75,149.00	Bachelor's Degree in Social Work	None Required	3 Years Acquired Experience in the Practice of Social Work	RA 1080 (Social Worker)	N/A	Office of the Municipal Social Welfare and Development

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 31, 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:

HAZEL F. VASQUEZ
HRMO-Des.
Rizal St., Palompon, Leyte
hrmolgupalompon@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.