

Republic of the Philippines
MGO PINTUYAN, SOUTHERN 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 PINTUYAN, SOUTHERN LEYTE in the CSC website:


MILAGROS M. COMPASION
HR-Incharge

Date: **April 8, 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	Tourism Operations Officer II	4	15	21,372.00	Bachelor's degree in tourism, business, law, economics, marketing, public administration, or other related fields	4 hours of relevant training on tourism	1 year of work experience and involvement in the tourism industry either in the private sector or the government	Career Service (Professional), Second Level Eligibility		Mayor's 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 April 23, 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:


MILAGROS M. COMPASION

HR-Incharge

LGU Pintuyan, Southern Leyte

milamosot@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.