

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


Atty. MELCHOR L. MERGAL

Municipal Mayor

Date: September 03, 2021

| 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 | Revenue Collection Clerk I | 15 | 5 | 10693 | Completion of two (2) years studies in college | None Required | None Required | Career Service (Sub-professional) First Level Eligibility | N/A | Office of the Municipal Treasurer, LGU-Salcedo, Eastern Samar |

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 _____.

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:


JOSE G. GASPE

HRMO - I

Brgy. 03 Purisima St. Pob. Salcedo E. Samar

hrmo@salcedoeasternsamar.gov.ph