

Republic of the Philippines
MGO SAN JORGE, SAMAR (WESTERN)
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 SAN JORGE, SAMAR (WESTERN) in the CSC website:


CARINA L. RAYANDAYAN
HRMO DESIGNATE

Date: February 28, 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	DRAFTSMAN III	97	11	19,079.00	Completion of two years studies in college or High school graduate with relevant vocational /trade course	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, S. 96, Cat. I	N.A.	MPDO
2	Nurse I	89	15	26,323.00	None Required	None Required	None Required	RA 1080 (Nursing)	N.A.	MHO
3	Administrative Aide VI (Acctng. Clerk II)	55-56	6	12,658.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	N.A.	Municipal Accounting Office

4	Assessment Clerk II	41-42	6	12,658.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	N.A.	Municipal Assessor's Office
5	Budget Officer IV	81	22	54,085.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) SecondLevel Eligibility	N.A.	Municipal Budget Office
	-x-x-x-									

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 March 17, 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:

CARINA L. RAYANDAYAN

 MCR/HRMO-DESIGNATE

 MGO-SAN JORGE, SAMAR

rayandayan@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.