

Republic of the Philippines
MGO SAN JOSE DE BUAN, SAMAR (WESTERN)
Request for Publication of Vacant Positions

CE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO SAN JOSE DE BUAN, SAMAR (WESTERN) in the CSC website:


NIÑO D. REBATO
HRMO

Date: 29-Nov-21

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary / Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experien ce	Eligibility	Compete ncy (if applicabl e)	
1	LABORER I	85	1	9,026.00	Must be able to read and write	None Required	None Required	None Required (MC 10 s 2013, Category III)	N/A	Municipal Engineering Office
2	Administrative Aide III (Driver I)	60	3	13,572.00	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10 s 2013, Category IV)	N/A	Municipal Health Office
3	Administrative Aide III (Driver I)	80	3	10,179.00	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10 s 2013, Category IV)	N/A	Municipal Engineering Office
4	Administrative Aide I (Utility Worker I)	51	1	9,026.00	Must be able to read and write	None Required	None Required	None Required (MC 10 s 2013, Category III)	N/A	Municipal Assessors Office
5	Mechanic II	76	6	12,150.00	High School Graduate or Completion of relevant vocational/trade courses	1 year of relevant experience	4 hours of relevant training	Mechanic (Automotive Servicing) (MC 10 s 2013, Category II)	N/A	Municipal Engineering 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 December 14, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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.

and in or send through courier/email their application to:

NIÑO D. REBATO
HRMO IV
San Jose de Buan, Samar
sanjosedebuanofficial@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.