

Republic of the Philippines
MGO SAN JOSE, NORTHERN 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 SAN JOSE, NORTHERN SAMAR in the CSC website:

E. Apelo
ERLINDA P. APELO

HRMO

Date: December 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 | Day Care Worker I | 1011-9 | 6 | 11,814.00 | High School Graduate | none required | none required | none required (MC 11,s.96-Cat III) | N/A | Mayor's Office |
| 2 | Barangay Health Aide | 1011-11 | 4 | 10,495.00 | High School Graduate | none required | none required | none required (MC 11,s.96-Cat III) | N/A | Mayor's Office |
| 3 | Administrative Aide I (Utility Worker I) | 1090-4.3 | 1 | 8,762.00 | must be able to read and write | none required | none required | none required (MC 11,s.96-Cat III) | N/A | Administrator's Office |
| 4 | Administrative Aide I (Utility Worker I) | 1090-4.8 | 1 | 8,762.00 | must be able to read and write | none required | none required | none required (MC 11,s.96-Cat III) | N/A | Administrator's Office |

NOTHING FOLLOWS

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 January 12, 2023.

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. The Agency encourages interested and qualified applicants, including persons with disability (PWD) and members of the indigenous communities irrespective of sexual orientation and gender identity to apply.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

E. Apelo
ERLINDA P. APELO

HRMO II

MGO-SAN JOSE, NORTHERN SAMAR

lgusanjosenorthernssamar@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.