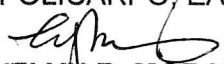


Republic of the Philippines
MGO SAN POLICARPO, EASTERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO SAN POLICARPO, EASTERN SAMAR in the CSC website:


EVELYN B. MORALLOS
HRMO III - DESIGNATE

Date: February 24, 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	Tax Mapper II	2022 - 15	15	23503	Bachelor's Degree/ Preferably relevant to the job.	4 hours of relevant training	One year of relevant experience	CS Professional / Second Level Eligibility		LGU, San Policarpo, Eastern Samar
2	Administrative Aide IV (Budgeting Aide)	30	4	10080	College Level	None required	Two years of relevant office work	CS Sub - Professional First Level Eligibility		LGU, San Policarpo, Eastern Samar
3	Meat Inspector	21 - A	6	11340	College Level	None required	None required	CS Sub - Professional First Level Eligibility		LGU, San Policarpo, Eastern Samar

4	Administrative Assistant I (Civil Defense Assistant)	46 - 1	8	12776	College Graduate	36 hours training	6 months related to the job	CS Professional / Second Level Eligibility		LGU, San Policarpo, Eastern Samar
5	Aquacultural Technologist	5594 - 873	10	14844	Bachelor of Science in Fisheries (BSF) or Bachelor of Science in Fisheries Education (BSFE)	None required	None required	RA 1080 (Fisheries Technologist)		LGU, San Policarpo, Eastern Samar
6	Administrative Assistant I (Motorpool Supervisor I)	2022-01	7	12025	2 years in college	None required	None required	CS Sub - Professional First Level Eligibility		LGU, San Policarpo, 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 March 11, 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:

EVELYN B. MORALLOS

 HRMO III - DESIGNATE

 LGU - San Policarpo, Eastern Samar

morallosevelyn8@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.