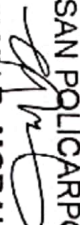


Republic of the Philippines
MGO SAN POLICARPO, EASTERN SAMAR
Request for Publication of Vacant Positions

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. MORILLOS
Administrative Aide IV

Date: June 13, 2022

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

No.	Position Title (Parenthetical Title, if any)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Social Welfare Aide	2022-06	4	10,080	Highschool Graduate	None required	None required	None required (MC II, S.96 - CAT III)		LGU, San Policarpo E. Samar	
2	Administrative Aide I (Utility Worker I)	2022-05-01	1	8,424	Must able to read and write	None required	None required	None required (MC II, S.96 - CAT III)		LGU, San Policarpo E. Samar	
3	Administrative Aide I (Utility Worker I)	2022-05-02	1	8,424	Must able to read and write	None required	None required	None required (MC II, S.96 - CAT III)		LGU, San Policarpo E. Samar	
4	Administrative Aide I (Utility Worker I)	2022-05-03	1	8,424	Must able to read and write	None required	None required	None required (MC II, S.96 - CAT III)		LGU, San Policarpo E. Samar	

5	Administrative Aide I (Utility Worker I)	2022-05-04	1	8,424	Must able to read and write	None required	None required	None required (MC II, S.96 - CAT III)	LGU, San Policarpo E. Samar
6	Administrative Aide I (Utility Worker I)	2022-05-05	1	8,424	Must able to read and write	None required	None required	None required (MC II, S.96 - CAT III)	LGU, San Policarpo E. Samar

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address be not later than June 29, 2022.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be 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. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).
- QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

EVELYN B. MORALLOS

 Administrative Aide IV
 LGU, San Policarpo E. Samar

morallosevelyn@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.