

Republic of the Philippines  
**MGO SANTO NIÑO, 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 SANTO NIÑO, SAMAR (WESTERN) in the CSC website:

SUSANA T. MUÑOZ

HRMO

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	Revenue Collection Clerk I	25	5	10693	Completion of two (2) years studies in college	None required	None required	Career Service Subprofessional (1st Level Eligibility)	Computer Operations	Municipal Treasurer's Office, Sto. Niño, Samar
2	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 March 15, 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](http://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:

**Marinell A. Apolonio**

Municipal Mayor

LGU-Sto. Niño, Samar

[susanatanmunoz@gmail.com](mailto:susanatanmunoz@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**