

Republic of the Philippines
MGO TAGAPUL-AN, 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 TAGAPUL-AN, SAMAR (WESTERN) in the CSC website:


EDISON EVIN C. MANDREZA
MBO/HRMO-Designate

Date: December 02, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Civil Registrar	42	24	45,091.00	Bachelor's degree	none required	3 years experience in civil registry works	CS Professional/2nd Level		Office of the Municipal Civil Registrar
	(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 **December 17, 2021**.

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 present position for one (1) year (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:

EDISON EVIN C. MANDREZA
MBO/HRMO-Designate
MGO TAGAPUL-AN, SAMAR (WESTERN)
edisonervinmandreza@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.