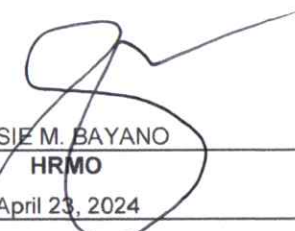


Republic of the Philippines  
**MGO HINUNANGAN, SOUTHERN LEYTE**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO HINUNANGAN, SOUTHERN LEYTE in the CSC website:

  
SUSIE M. BAYANO  
HRMO

Date: April 23, 2024

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 II	48-C	7	₱ 14,896.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Treasurer
2										
3										
4										
5										
6										
7										
8										
9										
10										

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 May 8, 2024.

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.

5. This Office highly encourages all interested and qualification 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 to include members of all 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:

**SUSIE M. BAYANO**  
\_\_\_\_\_  
HRMO I  
\_\_\_\_\_  
LGU - HINUNANGAN, SOUTHERN LEYTE  
\_\_\_\_\_  
[lguhinunangan@gmail.com](mailto:lguhinunangan@gmail.com)

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

NOTE: Applicants must be a Filipino Citizenship, of good moral character and a resident of the Local Government Unit concerned.