

Electronic copy to be submitted to the CSCFO must be in MS Excel format

Republic of the Philippines
Municipal Government of Zumarraga
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 Local Government Unit of Zumarraga, Samar in the CSC website:

Date: August 09, 2021

J. Astorga
JOAN G. ASTORGA
HRMO

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Aide I (Utility Worker I)	1091-37	1/1	8,086.00	Must be able to read and write	None required	None required	None required (CSC MC 11.s. 1996 -Category III)			OFFICE OF THE MUNICIPAL TREASURER, LGU Zumarraga
	-X-X-X-	-X-X-X-	-X-X-X-	-X-X-X-	-X-X-X-	-X-X-X-	-X-X-X-	-X-X-X-			-X-X-X-

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 **August 24, 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 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:

J. Astorga
JOAN G. ASTORGA

AO-II (HRMO-I)
Zumarraga, Samar
Ghabz.Gabiana@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.