

Republic of the Philippines
MGO PINABACDAO, 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 PINABACDAO, SAMAR (WESTERN) in the CSC website:


 JESSICA G. ACABA

HRMO

Date: November 16, 2023

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	Administrative Aide III (Utility Worker II)	45	3	11009	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Cooperative and Development Office
2	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	92	24	67559	Bachelor's degree in Social Work	3 years experience in the practice of Social Work	None Required	RA 1080 (Social Worker)		Municipal Social Welfare and Development Office
3	Day Care Worker I	95	6	13165	High School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Social Welfare and Development Office
4	xxxxx	xxxxx	xxxxx	xxxxx	NOTHING	FOLLOWS	xxxxx	xxxxx	xxxxx	xxxxx
5										
6										
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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 1, 2023.

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.
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 to 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:

Hon. TEODORICO A. MABAG

Municipal Mayor

MGO Pinabacdao Samar (Western)

lgupinabacdaoHR@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.