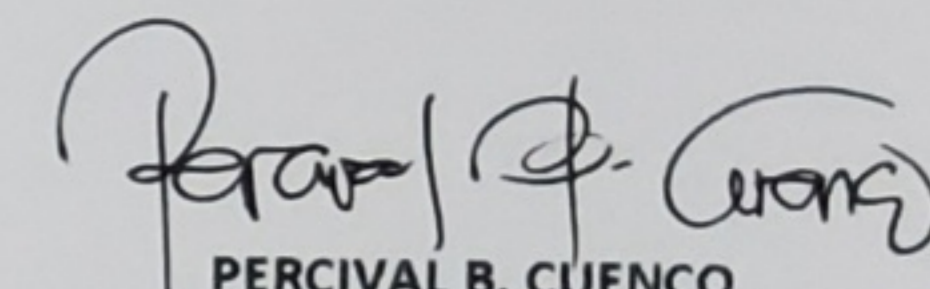


Republic of the Philippines
CITY OF CATBALOGAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the City of Catbalogan in the CSC website:



PERCIVAL B. CUENCO
City Human Resource Management Officer

Date: January 20, 2021

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	
1	ADMINISTRATIVE AIDE VI (LABOR FOREMAN)	296	6	14,748.00	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)		Office of the City Civil Registrar
2	ADMINISTRATIVE AIDE VI (LABOR FOREMAN)	441	6	14,748.00	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)		City Tourism, Culture, Arts and Information Office
3	ADMINISTRATIVE AIDE IV (STOREKEEPER I)	481	4	13,117.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)		Office of the City Engineer
4	SOCIAL WELFARE AIDE	446	4	13,117.00	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)		City Social Welfare and Development Office
5	SOCIAL WELFARE AIDE	447	4	13,117.00	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)		City Social Welfare and Development Office

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 _____.

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 two (2) 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:

HON. DEXTER M. UY

City Mayor

CITY HALL BUILDING RIZAL AVENUE, CATBALOGAN CITY

catbalogancity_2007@yahoo.com.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.