

Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte
Request for Publication of Vacant Position

RECEIVED
SEP 19 2018
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant position of LGU-Abuyog in the CSC website:

LEMUEL GINIX TRAYA

Municipal Mayor

Date: September 18, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Admin. Aide 1V (Clerk 11)	10	4	131,280.00	Completion of two years studies in college	None required	None required	Career Service (Sub-Professional)	Office of the Municipal Treasurer

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 October 4, 2018.

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:

2

LEMUEL GINIX TRAYA

Municipal Mayor

LGU-Abuyog

abuyog_mayorsoffice@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte
Request for Publication of Vacant Positions

SEP 19 2018
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of LGU-Abuyog in the CSC website:


OCTAVIO J. TRAYA, JR.
Municipal Vice-Mayor

Date: September 18, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Admin. Aide 1 (Utility Worker 1)	7	1	107,796.00	Must be able to read and write	None required	None required	None required (MC.11.s.-96-Cat.111)	Sangguniang Bayan (Sec. to the Sangguniang Bayan)

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 October 4, 2018..

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. Photocopy of Form 137 or Elementary/High School Diploma

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

OCTAVIO J. TRAYA, JR.
Municipal Vice-Mayor
LGU-Abuyog

abuyog_mayorsoffice@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.