

To: CIVIL SERVICE COMMISSION (CSC)

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

Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Alangalang
 -000-

Electronic copy to be submitted to
 FO must be in MS Excel for

Date: July 5, 2018
REYNALDO B. CAPON SR.
 (Head of Agency)

No.	Position Title	Plantilla Item No.	Salary y/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignm
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide III(Clerk I)	2003-35	3	10,127.00	completion of two years in college	none required	none required	Career Service (Subprofessional) First level eligibility		Alangalang Leyte
2	Mun Gov't Dept. Head I (Municipal Assessor)	29	24	62,304.00	Bachelor's degree preferably in civil or mechanical Engineering, Commerce or any other related course	none required	3 years experience in real property assessment work or in any related field	RA 1080 (Real Estate Service)		Alangalang Leyte
3	Midwife II	57-41	11	17,152.00	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080		Alangalang Leyte

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 July 30, 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:

RESURRECCION C. YU
 OIC-HRMO-Designate
 Real Street Alangalang Leyte
hr.alangalang@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.