

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF BURAUEN
Request for Publication of Vacant Positions

To: **The Director II**
CSC Leyte Field Office
Gov't Center, Palo, Leyte



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

JUANITO E. RENOMERON
Head of Agency
Date: 07 June 2018


120960

	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Plumber I	126	3	128,676.00	Elementary School Graduate	non-required	non-required	Pipelifier or Plumber, MC 10, Cat. II		Municipal Engineer's Office
2	Administrative Aide II (Cemetery Caretaker)	82	2	120,960.00	must be able to read and write	non-required	non-required	non-required		Municipal Engineer's 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 July 15, 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; with attached Work Experience Sheet (4 copies)
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license
4. Photocopy of Transcript of Records.
5. Photocopy of certificates of trainings attended for the last 5 years

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


Hon. **JUANITO E. RENOMERON**
Mayor
Local Government Unit of Burauen
Burauen, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.