

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

o: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filed, at the LGU Calbayog in the CSC website:

Date: January 4, 2019

[Signature]
FLORENTE N. AQUINO
OIC-CHRMO

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	REGISTRATION OFFICER III	410	18	38,085.00	Bachelor's Degree	16 hours relevant training	2 years of relevant experience	CS Prof./ Second Level	LGU Calbayog
2	WATCHMAN I	496	2	11,200.00	Elementary School Graduate	None Required	None Required	None Required	LGU Calbayog

We encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation, and sexual/gender orientation. Interested and qualified applicants should signify their interest in writing, attach the following to the application letter and send to the address below not later than January 20, 2019.

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

RONALDO P. AQUINO, CPA
City Mayor

Office of the City Mayor, Calbayog City

Thru:

FLORENTE N. AQUINO
OIC-CHRMO

CHRMO, City Hall, J.D. Avelino St., Calbayog City
Email Add: chrmo.calbayog@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.