



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

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

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

FLORANTE N. AQUINO
OIC - CHRM Officer
Date: October 8, 2018

| No. | Position Title | Plantilla Item No. | Salary/ Job/ Pay Grade | Annual Salary | Qualification Standards | | | | Plat Assign | |
|-----|------------------------------------------|--------------------|------------------------|---------------|--------------------------------|---------------|---------------|-------------|-------------|----------------------------|
| | | | | | Education | Training | Experience | Eligibility | | Competency (if applicable) |
| 1 | ADMINISTRATIVE AIDE I (Utility Worker I) | 185 | 1/1 | 119,772.00 | Must be able to read and write | None Required | None Required | None | | LGUCalb |
| | XXXXXXXXXXXXXXXXXXXXXX | | | | | | | | | |
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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 Oct. 18, 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.

NOTE: This office highly encourage all interested and qualified applicants including persons with disability (PWD), members of indigenous communities those from any sexual orientation and gender identities.

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

FLORANTE N. AQUINO
OIC - CHRM Officer