Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines Local Government Unit-Capul N. Samar Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit-Capul in the CSC website:

PETRONILOC CABACAN

Date:

12/19/2018

No.	Position Title	Plantilla Item No.	Salary/			Place of				
			Job/ Pay Grade		Education	Training	Experience None Required	Eligibility None Required	Competency (if applicable)	Assignment Mayor's Office
			Grade							
1	Administrative Aide IV	N/A	4	8,161.00	Completion of two years studies in college					Mayor's Office
-		N/A	3	7,618.00	Completion of two years studies in college	None Required	None Required	None Required		
2	Administrative Aide III	IN/A	-	1,010.00		N. Bourined	None Required	None Required	N/A	Mayor's Office
3	Administrative Aide III	N/A	3	7,618.00	Completion of two years studies in college	None Required	Notic Required			Manuada Office
	7 Carrier and a second	21/2	2	7.649.00	Completion of two years studies in college	None Required	None Required	None Required	N/A	Mayor's Office
4	Administrative Aide III	re Aide III N/A 3 7	7,618.00	Outpleton or mo years stated				NI/A	Treasury Office	
5	Administrative Aide III	N/A	3	7,618.00	Completion of two years studies in college	None Required	None Required	None Required	N/A	Treasury 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 _____

- 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:

PETRON	ILO C. CABACANG
	HRMO II
Local Gove	ernment Unit - Capul
nattcaba	cang66@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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Republic of the Philippines Local Government Unit-Capul N. Samar Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit-Capul in the CSC website:

PETRONILOC CABACAN

Date:

12/19/2018

	Position Title	Plantilla Item No.	Salary/	Monthly Salary		Place of				
No.			Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
_			Grade		A state in select	Nana Paguirad	None Required	None Required	N/A	Mayor's Office
1	Administrative Aide IV	N/A	4	8,161.00	Completion of two years studies in college		The state of the s		N/A	Mayor's Office
2	Administrative Aide III	N/A	3	7,618.00	Completion of two years studies in college	None Required	None Required	None Required		
2	Administrative Aide iii				Completion of two years studies in college	None Required	None Required	None Required	N/A	Mayor's Office
3	Administrative Aide III	N/A	3	7,618.00					N/A	Mayor's Office
4	A L . L Daniel or Alde III	N/A	3	7,618.00	Completion of two years studies in college	None Required	None Required	None Required	INA	
4	Administrative Aide III	14/73		7,618.00	Completion of two years studies in college	None Required	None Required	None Required	N/A	Treasury Office

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PETRONILOC. CABACANG

Date:

12/19/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary						
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide IV (Accountant II)	N/A	15	18,334.00	Bachelor's degree in Commerce/Business Adminisration major in Accounting	None Required	1 year relevant experience	RA 1080	N/A	Municipal Accountant Office
2	Administrative Aide III	N/A	3	7,618.00	Completion of two years studies in college		None Required	None Required	N/A	Mayor's Office
3	Administrative Aide III	N/A	3	7,618.00	completion of two years studies in college	None Required	None Required	None Required	N/A	Municipal Budget Office
4	Administrative Aide III	N/A	3	7,618.00	High School Graduate	None Required	None Required	None Required	N/A	Mayor's Office

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