

Republic of the Philippines
LOCAL GOVERNMENT UNIT - CAPUL, NORTHERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government Unit-Capul in the CSC website.



ISIDRO SUAN BANDAL
Municipal Mayor
Date: 06-Jul-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Aide III	N/A	3	91,416.00	Completion of two years studies in college	None Required	None Required	None Required	None Required	N/A	Treasury Office
2	Administrative Aide III	N/A	3	91,416.00	High School Graduate	None Required	None Required	None Required	None Required	N/A	Mayor'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 _____

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:

ISIDRO SUAN BANDAL
Municipal Mayor
Local Government Unit - Capul
sid_bandal@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED