


Republic of the Philippines  
**LGU-Catarman**  
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 LGU-Catarman in the CSC website:
  
**JOEL D. AROGANTE**  
 MGDH-1/HRMO-V
Date: January 14, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Electronics & Communications Equipment Technician-1	17-4	6	13,362.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		Mun. Human Resource Management and Dev. Office
2	Admin. Aide-1/Utility Worker	17-6	1	9,961.00	Must be able to read and write	None required	None required	None required		MHRMDO
3	Admin. Aide-IV/Driver-II	16-7	4	11,892.00	Elementary School Graduate	None required	None required	Driver License		MDRRMO
4	Tax Mapping Aide	19-10	4	11,892.00	High School Graduate or Completion of relevant vocational/trade course	None required	None required	None required		Mun. Business Permits and Licensing Office
5	Tax Mapping Aide	19-11	4	11,892.00	High School Graduate or Completion of relevant vocational/trade course	None required	None required	None required		Mun. Business Permits and Licensing 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 **January 31, 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](http://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:

**JOEL D. AROGANTE**  
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 MGDH-1/HRMO-V  
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 LGU-Catarman  
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[jakesleonard0001@yahoo.com](mailto:jakesleonard0001@yahoo.com)  
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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.