

Republic of the Philippines  
Municipality of Guiuan  
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 of Guiuan in the CSC website:

  
**HON. CHRISTOPHER SHEEN P. GONZALES**

Municipal Mayor

Date: July 17, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Social Welfare Officer I	52	11	17,152	Bachelor's Degree relevant to the job	none required	none required	CS Professional & appropriate eligibility (2nd level position)		MSWDO
2	Administrative Aide I (Utility Worker)	114	1	8,934	Must be able to read & write	none required	none required	none required		GITT

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](http://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:

  
**HON. CHRISTOPHER SHEEN P. GONZALES**

Municipal Mayor  
LGU, Guiuan, Eastern Samar

[\(E-mail Address\)](#)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**