

Republic of the Philippines
Province of Southern Leyte
MUNICIPALITY OF HINUNANGAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the LGU - Hinunangan, Southern Leyte in the CSC website:


SUSIE M. BAYANO

HRMO I

Date: January 18, 2019

No.	Position Title (Pre-nominal Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	Administrative Aide VI (Draftsman 1)	26	6/1	11,081.00	Completion of two years studies in College or High School Graduate with relevant Vocational/Trade Course	None required	None required	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, S. 96 CAT. 1) First Level Eligibility		Office of the MPDC

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 February 4, 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;
2. Photocopy of Certificate of eligibility/rating/license; and
3. Photocopy of Transcript of Records

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

SUSIE M. BAYANO

HRMO I

LGU - Hinunangan, Southern Leyte

lguhinunangan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED