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

Republic of the Philippines LOCAL GOVERNMENT UNIT OF KANANGA Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (LGU KANANGA) in the CSC website:

HON. ROWENA N. CODILLA

(Head of Agency)

Date: 07/31/2018

	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Diago of
Position Title				Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
Market Supervisor III	8811-136	18-1	411,324.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Prof)./ Second Level Eligibility		Municipal Public Market
Administrative Aide II (Bookbinder I)	1081-057	2-1	120,960.00	Elementary School Graduate	None Required	None Required	None Required		Municipal Accountant's Office
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	Market Supervisor III Administrative Aide II (Bookbinder I)	Market Supervisor III Administrative Aide II (Bookbinder I) 1081-057	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) Plantilla Item No. Pay Grade 18-1 411,324.00 1081-057 2-1 120,960.00	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) Plantilla Item No. Pay Grade Administrative Aide II (Bookbinder I) Pay Grade All 11,324.00 Bachelor's Degree 120,960.00 Elementary School Graduate	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) Plantilla Item No. Pay Grade Annual Salary Education Training At 11,324.00 Bachelor's Degree 8 hours of relevant training 120,960.00 Elementary School Graduate None Required	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) Plantilla Item No. Pay Grade Annual Salary Education Bachelor's Degree 8 hours of relevant training 2 years of relevant experience 120,960.00 Elementary School Graduate None Required None Required	Position Title Plantilla Item No. Pay Grade Market Supervisor III Administrative Aide II (Bookbinder I) Plantilla Item No. Pay Grade Annual Salary Education Bachelor's Degree 8 hours of relevant training experience Personal Plantilla Salary Grade Legipibility Elementary School Graduate None Required None Required None Required None Required	Position Title Plantilla Item No. Pay Grade Plantilla Item No. Pay Grade Salary Grade Education Training Experience Eligibility Competency (if applicable) Market Supervisor III 8811-136 18-1 411,324.00 Bachelor's Degree 8 hours of relevant training experience experience Plantilla Item No. Pay Grade None Required None Required None Required None Required None Required None Required

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:

HON. ROWENA N. CODILLA / LGU KANANGA

Municipal Mayor

REAL STREET, POB. KANANGA,LEYTE

(E-mail Address)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.