


Republic of the Philippines
LOCAL GOVERNMENT UNIT OF KAWAYAN
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 Local Government Unit of Kawayan in the CSC website/


RODOLFO J. ESPINA, SR.
Municipal Mayor
Date: Dec. 18, 2018

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	Plumber Foreman	5	SG 8/S1	11,514.00	High School Graduate or completion of relevant vocational/trade course	Four hours of relevant training	One (1) year relevant experience	Pipefitter or Plumber (MC 11, s. 96-Cat 1)		LGU Kawayan	
2	Engineering Aide	2	SG 4/S1	9,004.00	High School Graduate or completion of relevant vocational/trade course	None required	None required	None required (MC 11, s. 96-Cat 111)		LGU Kawayan	
3	Revenue Collection Clerk 1	6 & 7	SG 5/S1	9,566.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		LGU Kawayan	
4	Midwife I	8, 9 & 10	SG 6/S1	14,517.00	Completion of Midwifery Course	None required	None required	None required		LGU Kawayan	

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 15, 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. 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:

RODOLFO J. ESPINA, SR.
Municipal Mayor
LGU Kawayan, Poblacion, Kawayan, Biliran
tiatuel@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.