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must be in MS Excel format

Republic of the Philippines
DEPARTMENT OF HEALTH-REGIONAL OFFICE VIII
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU- Lawaan in the CSC website:

Furyo
HON. FLORENCIO A. ALMEDA, JR.
Head of Agency
Date: **12-Jul-18**

| No | Position Title | Plantilla Item No. | Salary/ Job/ Pay Grade | Annual Salary | Qualification Standards | | | Competency (if applicable) | Place of Assignment |
|----|------------------------------|--------------------|------------------------|---------------|--|------------------------------|-------------------------------|---|-----------------------------------|
| | | | | | Education | Training | Experience | | |
| 1 | Revenue Collection Clerk III | 1019-3 | SG 9/1 | 142,680.00 | Completion of two years study in college | 4 hours of relevant training | 1 year of relevant experience | CS Sub Professional First Level Eligibility | Office of the Municipal Treasurer |

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 **August 6, 2018**

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; with attached Work Experience Sheet (4 copies)
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license
4. Photocopy of Transcript of Records.
5. Photocopy of certificates of trainings attended for the last 5 years

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

Furyo
HON. FLORENCIO A. ALMEDA, JR.
Head of Agency
Municipal Mayor
LGU- Lawaan, Eastern Samar
Email Address/Contact Nos.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.