

Republic of the Philippines  
Local Government Unit - Pinabacdao  
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 - Pinabacdao) in the CSC website:

  
JESSICA G. ACABA

AO IV (HRMO II)

Date: January 4, 2019

No.	Position Title <b>(Parenthetical Title, if applicable)</b>	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	LDRRMO II	2	15	20,674.00	Bachelor's Degree	4 hrs. of relevant studies in college	1 year of relevant experience on DRRM	Career Service (Professional)		Office of the Municipal Mayor
2	Administrative Aide VI (Utility Foreman)	57	6	10,388.00	Elementary School	None	None	None Required		Municipal General
3-4	Administrative Aide II (Messenger)	75, 76	2	8,000.00	Graduate	Required	Required	(MC 11, s. 96 - Cat. III)		Services Office
5	Administrative Aide I (Utility Worker I)	77	1	7,486.00	Elementary School	None	None	None Required		Municipal General
					Graduate	Required	Required	(MC 11, s. 96 - Cat. III)		Services Office
					Must be able to read and write	None	None	None Required		Municipal General
						Required	Required	(MC 11, s. 96 - Cat. III)		Services Office

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 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:

JESSICA G. ACABA  
AO IV (HRMO II)  
LOCAL GOV'T. UNIT-PINABACDAO, PINABACDAO, SAMAR  
[jessica47acaba@yahoo.com](mailto:jessica47acaba@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.