

Republic of the Philippines
LGU-San Vicente, Northern Samar
Request for Publication of Vacant Position

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

To: CIVIL SERVICE COMMISSION (csc)

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


HON. TITO M. LUÑEZA
Municipal Mayor


Date : July 2, 2018

No.	Position Title	Plantilla Item No.	Job/Pay Grade	Salary		Education	Qualification Standards				Place of Assignment	
				Annual Salary	None		Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Aide IV	1091-30	VI	100,788.00	None	College level	None	None	Sub Professional	None	None	LGU-SAN VICENTE

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 **July 10, 2018**

- 1 Fully accomplished Personal Data Sheet 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 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. TITO M. LUÑEZA
Municipal Mayor
LGU-SAN VICENTE, San Vicente, Northern Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.