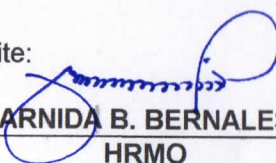


Republic of the Philippines
Municipality of Sogod
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Sogod_ in the CSC website:


ARNIDA B. BERNALES
HRMO

Date: 27-May-20

No	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of A
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide II (Messenger)	11	2	9,997.00	Elementary School Graduate	None Required	None Required	None Required (MC 11,s.96-Cat.III)	N/A	Office of the M

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 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:

ARNIDA B. BERNALES

HRMO-Designate

Zone-I, Sogod, Southern Leyte

sogodleytelgu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.