S Form No. 9
ries of 2017

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

Republic of the Philippines
Local Government Unit of Sta.Fe, Leyte
Request for Publication of Vacant Positions

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CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE I

: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of **LGU-STA.FE, LEYTE** in the CSC website:

OSCAR J. MONTEZA
Municipal Mayor

Date: JANUARY 7, 2019

o.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
	Municipal Social Welfare and Development Officer	10	24	Php 42,359.00	Bachelor's Degree in Social Work or Bachelor's Degree Preferably in Sociology or any related course	None	3 years' experience in the practice of Social Work	First grade or its equivalent		LGU-Sta.Fe, Leyt

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erested 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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

OSCAR J. MONTEZA
Municipal Mayor
Zone II, Poblacion, Sta.Fe, Leyte
lgu_stafe@yahoo.com

PPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.