

Republic of the Philippines  
LOCAL GOVERNMENT UNIT OF ALMERIA  
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 of Almeria in the CSC website:

LAVELLA LEILA N. GRBO

Administrative Officer II (HRMO I)

Date: December 27, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Agricultural Officer	62	20	36,243.00	Bachelor's Degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	N/A	LGU-Almeria

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 December 5, 2019.

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 present position for one (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:

RICHARD D. JAGUROS

Municipal Mayor

LGU-Almeria, Biliran

[lavellaleilagardo@gmail.com](mailto:lavellaleilagardo@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**