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

Republic of the Philippines LGU BOBON Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of <u>LGU BOBON</u> in the CSC website:

CLARA C. GREMIO

(Head of Agency)

Date:

July 01, 2020

No	Position Title	Planti Ila Item No.	Salary Grade/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	SOCIAL WELFARE ASSISTANT	31	14/1	19,871.00	Completion of two years studies in college	4 hours of relevant training	1 year relevant expercience	Career Service (Subprofessional)Fir st Level Eligibility		MUNICIPAL SOCIAL WELFARE DEVELOPMENT 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 <u>July 20, 2020.</u>

- 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.

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

CLARA C. GREMIO						
Municipal Mayor						
Brgy. General Lucban, Bobon Northern Samar						
LGUBOBON2019@yahoo.com						

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.