

Republic of the Philippines
Local Government Unit of Burauen
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 (Nar LGU- Burauen in the CSC website:


CARMELA CORAZON A. CREBILLO

HRMO II

Date: March 31, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Craft and Trade Helper)	119	1	10,396.00	Able to read and write	NONE required	NONE required	NONE required		LGU- Burauen

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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:


CARMELA CORAZON A. CREBILLO

HRMO II

LGU- Burauen Sto. Niño St. Burauen, Leyte

carmelacorazon.crebillo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.