

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 Ne LGU- Burauen in the CSC website:

CARMELA CORAZON A. CREBILLO
HRMO II

Date: 04-Nov.-20

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 (Utility Worker 1)	88	1/1	10,396.00	Able to read and write	Not Required	Not Required	Not Required	Not Required	LGU- Burauen
2	Administrative Aide I (Utility Worker 1)	89	1/1	10,396.00	Able to read and write	Not Required	Not Required	Not Required	Not Required	LGU- Burauen
3	Administrative Aide I (Utility Worker 1)	92	1/1	10,396.00	Able to read and write	Not Required	Not Required	Not Required	Not Required	LGU- Burauen

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.