

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CALBAYOG CITY
 Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU Calbayog in the CSC website:

Floran
FLORANTE N. AQUINO
 OIC- CHRMO Date: Nov. 27, 2020

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)	
ADMINISTRATIVE AIDE IV (Reproduction Machine Operator II)	87	4	13,214.00	Elementary School Graduate	None required	None required	None required		City Mayor's Office
XXXXXXXXXXXXXXXXXXXXXXXXXXXX									

encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation, and sexual/gender orientation. Interested and qualified applicants should signify interest in writing. Attach the following to the application letter and send to the address below not later than December 12, 2020.

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;
4. Photocopy of Transcript of Records.

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

RONALDO P. AQUINO, CPA
 City Mayor
 Office of the City Mayor, Calbayog City

Thru:

FLORANTE N. AQUINO
 OIC-CHRMO
 CHRMO, City Hall, J.D. Avelino St., Calbayog City