

Republic of the Philippines  
LGU Calubian, Leyte  
Request for Publication of Vacant Position

To: CIVIL SERVICE COMMISSION (CSC)

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

~~JAN ABRAHAM S. GARRIDO~~  
HRMO I

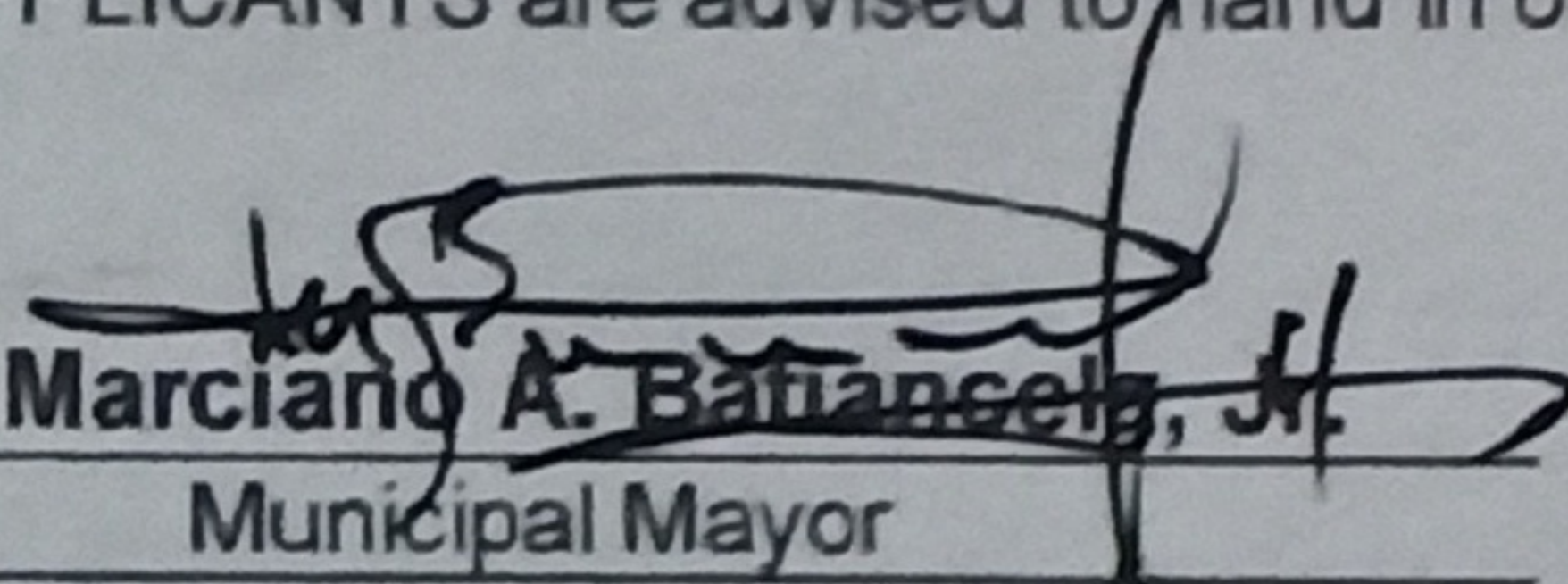
Date: January 21, 2020

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 IV (Mechanic I)	73	SG-04	9,911.00	High School Graduate or Completion of relevant vocation/trade course	None Required	None Required	Mechanic (MC 11, s. 96 - Cat. I)		Municipal Engineer's 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 Feb. 7, 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](http://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:

  
Hon. Marciando A. Batiangco, Jr.

Municipal Mayor

LGU Calubian, Leyte

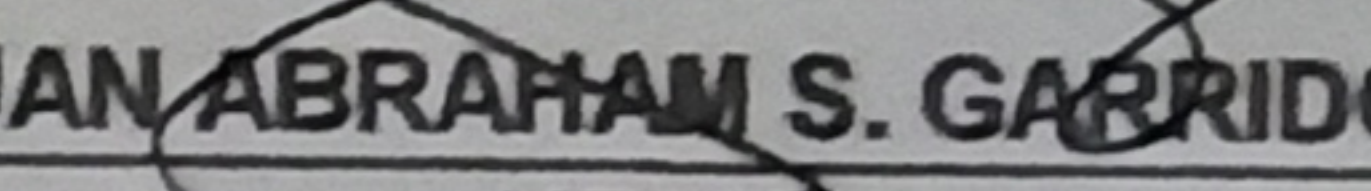
[calubianlgu@gmail.com](mailto:calubianlgu@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines  
LGU Calubian, Leyte  
Request for Publication of Vacant Positions

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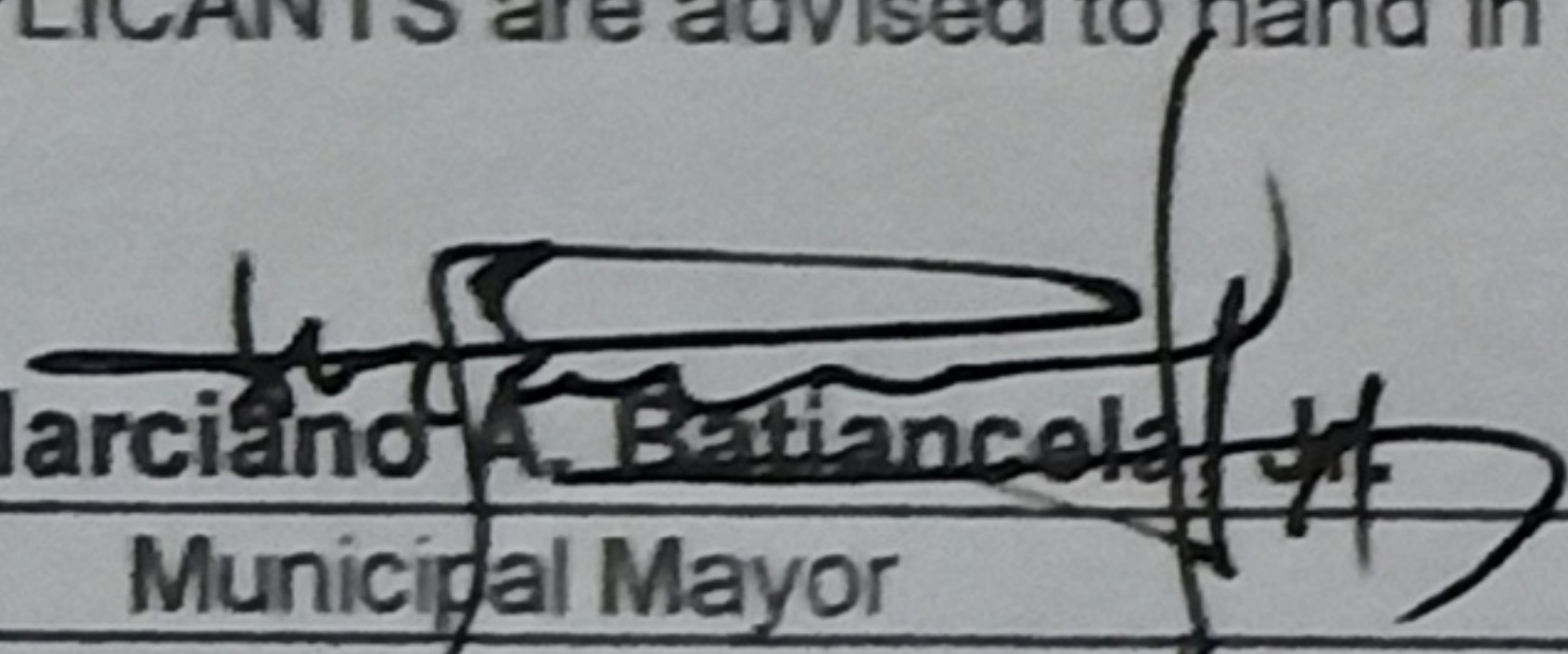
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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide V (Population Program Worker I)	57	SG-05	10,505.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First level Eligibility		POPCOM Office

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