

Republic of the Philippines
LGU-Catarman
 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 LGU-Catarman in the CSC website:


JOEL D. AROGANTE
 MGDH-1/HRMO-V

Date: February 4, 2019

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	Municipal Government Department Head-1	18-1	24	65,969.00	Bachelor's degree	24 hours of training in management and supervision	4 years in position/s involving management and supervision	Career Service (Professional) Second Level Eligibility		Municipal Public Order and Safety Office
2	Accounting Clerk-II/Admin. Aide-VI	07-8	6	12,906.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Municipal Accounting 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 **February 20, 2019**.

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:

JOEL D. AROGANTE
MGDH-1/HRMO-V
LGU-Catarman
jakesleonard0001@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.