

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: May 9, 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 Asst.-1 / Bookbinder III	19-3	7	14,164.00	Elementary School Graduate	None required	None required	None required		Business Permit and Licensing Office
2	Administrative Aide-IV / Bookbinder II	17-5	4	11,893.00	Elementary School Graduate	None required	None required	None required		Municipal Human Resource Management and Development Office
3	Farmer Worker I	14-11	2	10,585.00	Elementary School Graduate	None required	None required	None required		Municipal Agriculture and Extension Services Office
4	Farmer Worker I	14-16	2	10,585.00	Elementary School Graduate	None required	None required	None required		Municipal Agriculture and Extension Services Office
5	Electronics and Communication Equipment Technician I	20-47	6	13,362.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		Office of the Economic Enterprise

Interested and qualified applicants (regardless of age, sex, marital status, race, religious/ethical belief, appearance, gender orientation/preference, regional/ethnic origin, disability, political affiliation, and family status) should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than MAY 28, 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; 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

jldelprino2020@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.