


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: December 10, 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	Accountant III	20-3	18	37,943.00	Bachelors degree in Commerce/Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080		ECONOMIC ENTERPRISE
2	Bookkeeper I	20-7	8	15,755.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)		ECONOMIC ENTERPRISE
3	Electronics & Communication Equipment Technician I	20-8	6	13,972.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		ECONOMIC ENTERPRISE
4	Electronics & Communication Equipment Technician I	20-9	6	13,972.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		ECONOMIC ENTERPRISE
5	Revenue Collection Clerk I	20-10	5	13,177.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)		ECONOMIC ENTERPRISE
6	Revenue Collection Clerk I	20-11	5	13,177.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)		ECONOMIC ENTERPRISE
7	Electronics & Communication Equipment Technician I	20-17	6	13,972.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		ECONOMIC ENTERPRISE
8	Administrative Aide I/Utility Worker	20-26	1	10,396.00	Must be able to read and write	None required	None required	None required		ECONOMIC ENTERPRISE

9	Administrative Aide I/Utility Worker	20-27	1	10,396.00	Must be able to read and write	None required	None required	None required		ECONOMIC ENTERPRISE
10	SlaughterHouse Master I	20-29	10	18,197.00	Bachelors degree	None required	None required	Career Service (Professional)		ECONOMIC ENTERPRISE
11	SlaughterHouse Master I	20-30	10	18,197.00	Bachelors degree	None required	None required	Career Service (Professional)		ECONOMIC ENTERPRISE
12	Meat Inspector I	20-32	6	13,972.00	Completion of two years in college	None required	None required	Career Service (Subprofessional)		ECONOMIC ENTERPRISE
13	Electronics & Communication Equipment Technician I	20-33	6	13,972.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		ECONOMIC ENTERPRISE
14	Revenue Collection Clerk I	20-34	5	13,177.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)		ECONOMIC ENTERPRISE
15	Administrative Aide I/Utility Worker	20-40	1	10,396.00	Must be able to read and write	None required	None required	None required		ECONOMIC ENTERPRISE
16	Administrative Aide I/Utility Worker	20-41	1	10,396.00	Must be able to read and write	None required	None required	None required		ECONOMIC ENTERPRISE
17	Electronics & Communication Equipment Technician I	20-44	6	13,972.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	None required		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 **December 25, 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
jldelorino2020@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.