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Republic of the Philippines
LGU - CATUBIG, NORTHERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU - CATUBIG, NORTHERN SAMAR in the CSC website:

Estelita H. Diaz
ESTELITA H. DIAZ
AO-V (HRMO-III)

Date: July 6, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Licensing Officer I	1011-13	11/1	16,143.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		Office the Municipal Mayor
2	Administrative Assistant II (HRMA)	1011-09	8/1	13,026.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Office the Municipal Mayor
3	Administrative Aide I (Utility Worker I)	1011-17	1/1	8,408.00	Elementary School Graduate	None required	None required	None required (MC 11, s.96-Cat.III)		Office the Municipal Mayor
4	Utility Worker II	1011-25	3/1	9,531.00	Must able to read and write	None required	None required	None required (MC 11, s.96-Cat.III)		Office the Municipal Mayor
5	Administrative Assistant III (Senior Bookkeeper)	1081-56	9/1	13,978.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Accountant
6	Administrative Aide VI (Accounting Clerk II)	1081-59	6/1	11,472.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Accountant

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
7	Revenue Collection Clerk I	1091-66	5/1	10,758.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Treasurer
8	Revenue Collection Clerk I	1091-67	5/1	10,758.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Treasurer
9	Social Welfare Assistant	7611-95	8/1	13,026.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Office of the Municipal Social Welfare and Development

The LGU-Catubig, Northern Samar opens this published vacant positions to all interested and qualified applicants regardless of gender, civil status, religion and ethnicity including Persons With Disability (PWDs)

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 July 27, 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 present position for one (1) year (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:

ESTELITA H. DIAZ
 AO-V (HRMO-III)
 LGU-Catubig, Northern Samar
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