

Republic of the Philippines
Province of Leyte
Municipality of Dagami
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 Local Government Unit of Dagami in the CSC website:


EDITHA A. NOGAL

HRMO-IV

Date: February 17, 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 1	44 page of 9	1	P8,631.00	Elementary School Graduate	None Required	None Required	None Required (MC 11,S.96-cat.111)		LGU-DAGAMI, LEYTE

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 17, 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 (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:

EDITHA A. NOGAL

HRMO-IV

LGU-DAGAMI, LEYTE

hrmo.lgudagami@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED