

CS Form No. 9

Series of 2017

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

Republic of the Philippines
LGU-Dolores, Eastern 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 Dolores, Eastern Samar in the CSC website:


SHONNY NIÑO R. CARPESO

(Head of Agency)

Date:

April 20 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	Administrative Aide I (Utility Worker I)	1011-10	1	P8,854.00	Must be able to read and write.	None Required	None Required	None Required		Mayor's Office
2	Administrative Aide I (Utility Worker I)	1011-11	1	P8,854.00	Must be able to read and write.	None Required	None Required	None Required		Mayor's Office
3	Administrative Aide I (Utility Worker I)	1011-12	1	P8,854.00	Must be able to read and write.	None Required	None Required	None Required		Mayor's 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 May 5, 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 (if applicable)
4. Photocopy of Transcript of Records (if applicable)

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ELDA P. ACUDESIN
HRMO-Designate
LGU-Dolores, Eastern Samar
eldaacudesin@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.