


Republic of the Philippines  
MUNICIPAL GOVERNMENT OF DULAG, LEYTE  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Dulag, Leyte in the CSC website:



EUTIQUIO C. GLOBIO, JR.  
HRMO  
Date: 27 November 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
3	Administrative Aide I (Utility Worker I)	1.47; 1.31; 1.33	1	8,408.00	Must be able to read and write	None required	None required	None required (MC 10, s. 2013, Cat. III)		General Services 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 12 December 2019:

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](http://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:

ATTY. MILDRED JOY QUE, CPA  
Municipal Mayor  
Municipal Hall, Rizal Ave., cor. Capitan Ciudad St.  
Brgy. Buntay (Pob.), Dulag, Leyte 6505  
[mique.dulaglg@gmail.com](mailto:mique.dulaglg@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.