


Republic of the Philippines
MUNICIPALITY OF GANDARA
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions (LGU, Gandara, Samar) in the CSC website:


EUFEMIO S. OLIVA
Municipal Mayor
Date: January 16, 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 Officer (Record Officer III)	1061-01	18	34,541.00	Bachelors Degree	8 hours of relevant training	2 Years of relevant experience	Career Service (Professional)		General Service Office
								Second Level Eligibility		
2	Revenue Collection Clerk II	1091-07	7	13,377.00	Completion of two years studies in college	None required	None required	Career Service (SubProfessional)		
								First Level Eligibility		

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 01-31-2020.

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

QUALIFI 4. Photocopy of Transcript of Records.

HON. EUFEMIO S. OLIVA

Municipal Mayor

LGU, Gandara, Samar

APPLIC: albumanglag@yahoo.com