


Republic of the Philippines  
Local Government Unit - Gandara  
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 LGU-Gandara, Samar in the CSC website:

  
\_\_\_\_\_  
**EUFEMIO S. OLIVA**  
**Municipal Mayor**  
Date: 4-Mar-19

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	Bookbinder IV	1022-10	SG-10	P15,910.00	Elementary School	8 hours of relevant	2 years of relevant	None required	N/A	Office of the SB
					Graduate	training	experience	(MC II, s. 96 - Cat. III)		Secretary

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 03-22-2019.

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:

**HON. EUFEMIO S. OLIVA**  
\_\_\_\_\_  
Municipal Mayor  
\_\_\_\_\_  
LGU- Gandara, Samar  
\_\_\_\_\_  
[albumanglag@yahoo.com](mailto:albumanglag@yahoo.com)  
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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.