

Republic of the Philippines
MGO GENERAL MACARTHUR, EASTERN SAMAR
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 MGO GENERAL MACARTHUR, EASTERN SAMAR in the CSC


SALVADOR A. ANABA-AB

Administrative Officer IV

Date: February 5, 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	Municipal Government Dep't Head - I (Mun. Assessor)	34	24	58,384.00	Bachelor's Degree preferably in Civil or Mechanical Engineering, Commerce, or any other related course.	None	3 years experience in real property assessment work or in related field.	RA 1080 (Real Estate Service)		MGO Gen. MacArthur
2	Administrative Aide III	32	3	8,726.00	Must be able to read and write.	None	None	MC 11, s. 96 - CAT III		MGO Gen. MacArthur

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

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 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:


SALVADOR A. ANABA-AB

Administrative Officer - IV

MGO Gen. MacArthur, E. Samar

anabaabsalvador@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.