

**Republic of the Philippines**  
**Municipality of Guiuan**  
**Request for Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Local Government of Guiuan in the CSC website:

**HON. CHRISTOPHER SHEEN P. GONZALES**

Municipal Mayor

Date: January 23, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Revenue Collection Clerk 1	48	5	11,459	Completion of two (2) years studies in college	None required	None required	CS Subprofessional (1st level position)	OODEEMS

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](http://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
4. Photocopy of Transcript of Records.

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

**HON. CHRISTOPHER SHEEN P. GONZALES**

Municipal Mayor  
LGU, Guiuan, Eastern Samar  
[\(E-mail Address\)](#)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**