


Republic of the Philippines  
Province of Southern Leyte  
MUNICIPALITY OF HINUNANGAN  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the LGU - Hinunangan, Southern Leyte in the CSC website:

  
SUSIE M. BAYANO  
HRMO I

Date: January 31, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Utility Worker I)	19-A	1/1	₱ 7,985.00	Must be able to read and write	None required	None required	None required (MC 11, S. 96, CAT. III)		Office of the Sangguniang Bayan

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 February 18, 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. Photocopy of Certificate of eligibility/rating/license, if applicable and;
3. Photocopy of Transcript of Records

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their ap

**SUSIE M. BAYANO**  
HRMO I  
LGU - Hinunangan, Southern Leyte  
[jguhinunangan@gmail.com](mailto:jguhinunangan@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED