Republic of the Philippines Local Government Unit, Inopacan Leyte 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 <u>LGU, Inopacan</u> in the CSC website:

RICARDO ERIC S. PROJO HRMO Date: 9-Jul-19

Nie	Desition Title (Deventhatical Title if	Disatilla Itara	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.			Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Local Legislative Staff Assistant I	3.14	6	10,755.00	Completion of 2 years studies	None Rquired	None Required	Career Service	N/A	Office of the
					in college			Subprofessional		Sangguniang Bayan
								(First Level		
								Eligibility)		
				XXXXXXX	XXXX Nothing Follows XXXXXXX					

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 July 26, 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;

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:

RICARDO ERIC S. PROJO Personnel Officer New Municipal Building, Poblacion, Inopacan, Leyte <u>cire214@ymail.com</u>

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.