

**Republic of the Philippines  
Local Government Unit of Javier, Leyte  
Request for Publication of Vacant Positions**

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

This is to request the publication of the following vacant positions of **LGU - JAVIER** in the CSC website:

  
**LEONARDO M. JAVIER, JR.**  
 (Head of Agency)

Date: June 28, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	SOCIAL WELFARE OFFICER I	71	11	181, 608.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Subprofessional) 1st Level Eligibility	None	MSWD OFFICE LGU - Javier, Leyte
2	DAY CARE WORKER I	06	6	129, 060.00	High School Graduate	None required	None required	None required (MC 11, S.96-Cat.III)	None	MSWD OFFICE LGU - Javier, Leyte

- 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);
- Performance rating in the present position for one (1) year (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

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

**LEONARDO M. JAVIER, JR.**  
 Municipal Mayor  
 Poblacion Zone I, Javier, Leyte  
[lgujavierhr@gmail.com](mailto:lgujavierhr@gmail.com)

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