

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.
Municipal Mayor

Date: MAY 22, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMIN. OFFICER IV (BUDGET OFFICER II)	110	15	274, 776.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) 2nd Level Eligibility	None	OFFICE OF THE MUN. BUDGET OFFICER LGU - Javier, Leyte
2	ADMIN. AIDE III (UTILITY WORKER II)	108	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	MUN. PLANNING & DEV. OFFICE LGU - Javier, Leyte
3	ADMIN. AIDE III (UTILITY WORKER II)	109	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	MUN. PLANNING & DEV. OFFICE LGU - Javier, Leyte
4	ADMIN. AIDE III (UTILITY WORKER II)	111	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	OFFICE OF THE MUNICIPAL ENGINEER LGU - Javier, Leyte

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 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:

LEONARDO M. JAVIER, JR.

Municipal Mayor

Poblacion Zone I, Javier Leyte

lgujavierhr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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				Education	Training	Experience	Eligibility	Competency (if applicable)	
ADMIN. OFFICER IV (HRMO II)	104	15	274, 776.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) 2nd Level Eligibility	None	OFFICE OF THE MUN. MAYOR LGU - Javier, Leyte
ADMIN. AIDE III (UTILITY WORKER II)	105	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	OFFICE OF THE MUN. MAYOR LGU - Javier, Leyte
ADMIN. AIDE III (UTILITY WORKER II)	106	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	OFFICE OF THE MUN. MAYOR LGU - Javier, Leyte
ADMIN. AIDE III (UTILITY WORKER II)	107	3	112, 200.00	Must be able to read and write	None required	None required	None required	None	OFFICE OF THE MUN. MAYOR LGU - Javier, Leyte

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