Electronic copy to be submitted	to the USU
O	must be in
MS Excel format	

7-Jul-20

Date:

Republic of the Philippines **MUNICIPALITY OF JIABONG, Jiabong, Samar**

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 LGU-Jiabong in the CSC website!

HONORATO A. LABRAGUE III

HRMO

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Jolean No. P	Salary/		Qualification Standards					Diago of
			Job/ Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide I (Utility Worker I)	1040-07	1	P 6,987.00	Must be able to read and write	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Municipal Planning and Development Office
	xxxxxxxxxx nothing follows xxxxxxxxxx									

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 <u>July 24, 2020</u>.

- 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:

Hon. Julie Uy-Cereno
Municipal Mayor
LGU- Jiabong, Samar
jiabonglgu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.