

Republic of the Philippines
MGO LA PAZ, 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 MGO LA PAZ, LEYTE in the CSC website:


GERALDINE P. PIANO
HRMO Designate

Date: June 5, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	Day Care Worker	4	6	P 10, 867.00	High School Graduate	None Required	None Required	None Required		LGU- La Paz
2	Revenue Collection Clerk II (2)	29,32	7	P 11, 521.00	Completion of 2 years studies in college	None Required	None Required	Career Service(Subprofessional)		LGU- La Paz
3	Revenue Collection Clerk III	33-b	9	P 13, 149.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service(Subprofessional)		LGU- La Paz
4	xxxxxNothingFollowsxxxxx									
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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 June 19,2020.

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:

GERALDINE P. PIANO
HRMO-Designate
LGU-La Paz, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.