

Republic of the Philippines  
Municipality of Limasawa  
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 Municipality of Limasawa in the CSC website:

**MARIE ANN D. KANGLEON**  
HRMO Des.

Date: 16-Mar-20

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	MGDH I ( Municipal Social Welfare and Development Officer I)	41	24	Php47,644.00	Bachelor's degree in Social Work or Bachelor's degree preferably in Sociology or any related course	None	3 years experience in the practice of social work	First grade or its equivalent RA 1080		LGU Limasawa- Social Welfare Services Office
2	Administrative Aide IV (Driver II)	20	4	Php8,238.00	Elementary School Graduate	None Required	None Required	Driver License (MC 11,S. 96-Cat.II)		LGU Limasawa- Legislative Office
	-NOTHING FOLLOWS-									

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 March 31, 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](http://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:

**MARIE ANN D. KANGLEON**

HRMO Designate

Cabulihan Limasawa So. Leyte

[kangmarieann@gmail.com](mailto:kangmarieann@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.