

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: 26-Jul-19

No.	Position Title <b>(Parenthetical Title, if applicable)</b>	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide 1 (Utility Worker 1)	32	1	P6,832.00	can read & write	non required	non required	non required		MTO
2										
3										
4										
5										

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 \_\_\_\_\_.

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.