

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: 11-Dec-19

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	Administrative Officer II (HRMO I)	45	11	P13,116.00	Bachelor's degree	none required	none required	Career Service (Professional) Second Level Eligibility		Office of the Mayor LGU-Limasawa
2	Administrative Aide VI (Rural Sanitation Inspector I)	44	6	P14,340.00	Completion of two years studies in college	none required	none required	Career Service (Subprofessional) First Level Eligibility		Rural Health Unit - LGU Limasawa
3	Administrative Aide 1 (Utility Worker 1)	46	1	P6,832.00	must be able to read & write	none required	none required	none required		Accounting Office- LGU Limasawa
4	Administrative Aide 1 (Utility Worker 1)	47	1	P6,832.00	must be able to read & write	none required	none required	none required		Treasurer's Office- LGU Limasawa
5	Administrative Aide 1 (Utility Worker 1)	48	1	P6,832.00	must be able to read & write	none required	none required	none required		Engineering Office- LGU Limasawa
6	Administrative Aide 1 (Utility Worker 1)	49	1	P6,832.00	must be able to read & write	none required	none required	none required		Agriculture Office- LGU Limasawa
7	Administrative Aide 1 (Utility Worker 1)	50	1	P6,832.00	must be able to read & write	none required	none required	none required		Rural Health Unit - LGU Limasawa
	-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 December 26, 2019.

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:

MARIE ANN D. KANGLEON
HRMO Designate
Cabulihan Limasawa So. Leyte
kangmarieann@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.