



Republic of the Philippines
LOCAL GOVERNMENT UNIT-LOPE DE VEGA
Request for Publication of Vacant Positions

Electronic copy to be submitted to the
CSCFO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Lope de Vega in the CSC website:


ANA TAN PALLOC

Municipal Mayor

Date: February 6, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
2	Agriculturist II	75, 76	15	22,898.00	Bachelor's Degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology & Veterinary Medicine	4 hours of relevant training	1 year of relevant experience	RA 10809 Career Service Prof) Second Level Eligibility		LGU-Lope de Vega
1	Computer Operator I	20	7	11,804.00	Completion of 2 years studies in College or High School Graduate with relevant vocational/trade course	None required	None Required	Career Service Subprofessional Data Encoder (MC 11, S. 1996-Cat. I) First level Eligibility		LGU-Lope de Vega

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 March 22, 2019. Equal opportunity is provided to PWD's

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 present position for one (1) year (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:

ANA TAN PALLOC

Municipal Mayor

LGU-Lope de Vega, N. Samar

palloc_ana56@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



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1	Administrative Aide VI	43	6	11,135.00	Must be able to read and write/Elementary School graduate High School Graduate or completion of relevant vocational trade course completion of two years studies	1 year of relevant experience	4 hours of relevant training	Relevant MC 11, S. 1996 Career Service (Subprofessional) 1st level Eligibility		LGU-Lope de Vega

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