CS Form No. 9

Series of 2017

Republic of the Philippines

Province of Northern Samar

MUNICIPALITY OF MAPANAS

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Mapanas in the CSC website:

AVELINO C. LAODENIO

(HRMO-II)

Date: 7/10/2019

No.	Position Title	Plantilla Item No.	Salary Job/ Pay Grade	Monthly	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Mun. Govt. Department Head I (Mun. Budget Officer I)	41	24-1	51,309.00	Bachelor's Degree preferably in Accounting Economics, Public Administration or any related course	None required	3 years experience in govt. budgeting or any related field	First grade or its equivalent		LGU-Mapanas
2	Administrative Officer I (Supply Officer I)	70	10-1	18,718.00	Bachelor's Degree	None required	None required	Career Service (Professional) Second Level Eligibility		LGU-Mapanas
3	Administrative Aide III (Clerk I)	23	3-1	8,340.00	Completion of two years studies in college	None required	None required	Career Service (Professional) First Level Eligibility		LGU-Mapanas

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 that 15 days

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 eligibilty/rating/license;and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MR. AVELINO C. LAODENIO
        HRMO-II
Brgy. Del Norte, Mapanas, N. Samar
email address: avelinolaodenio648@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.