


**Republic of the Philippines**  
**Municipality of Marabut**  
**Request for Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

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

  
**LYDA G. ORDEN**  
HRMO Designate  
Date: June 8, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	5 Admin. Aide IV (Clerk II)	Casual	4	420,45/d	2 yrs. Studies in College	None required	None required	None required	None required	None required	Marabut Samar
2	1 Admin. Aide III (Driver I)	Casual	3	396,64/d	HS Graduate	None required	None required	Drivers License	None required	None required	Marabut Samar
3	2 Admin. Aide I (Utility Worker I)	Casual	1	352,18/d	Elem. Graduate	None required	None required	None required	None required	None required	Marabut Samar

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 June 24, 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 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:

**LYDA G. ORDEN**  
HRMO Designate  
**LGU MARABUT, Marabut Samar**  
[lyda\\_o@yahoo.com](mailto:lyda_o@yahoo.com)