CS Form No. 9
Series of 2017

Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines
Municipality of Maydolong, Eastern Samar
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which we are authorized to be filled, at the **LGU-MAYDOLONG, EASTERN SAMAR** in the CSC website:

EASTER VINA B. AMBAL
HRMO

Date: **January 30, 2020**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Mun. Government Assistant	7	22	55,781.00	Bachelor's Degree	16 hours of	3 years of relevant	Career Service		LGU-Maydong,
	Department Head I				(preferably in Commerce	relevant training	Experience.	(Professional)		Eastern Samar
	(Asst. Municipal Treasurer)				Public Administration or					
					Law.)					

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 **February 14, 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;
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:

EASTER VINA B. AMBAL
Administrative Assistant II (HRMA)
LGU-Maydolong, Eastern Samar
lgu.maydolong@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.