

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: September 17, 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)	
1	Tourism Operations Assistant	2a	7	14,491.00	Completion of two years studies in college.	none required	none required	Career Service (Subprofessional)		LGU-Maydong, Eastern 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 October 2, 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](http://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](mailto:lgu.maydolong@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.