


Republic of the Philippines
Local Government Unit of Mayorga
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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


NENETTE S. PESTILOS
SAO (HRMO IV)

Date:

July 04, 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	Local Revenue Collection Officer II	26-A	15	Php 20,042.00	Bachelor's degree	4 hours of relevant training	one (1) year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Mun. Treasurer's Office LGU-Mayorga, Leyte
2	Admin. Aide III (Clerk I)	35	3	Php 8,243.75	Completion of 2 years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Mun. Assessor's Office LGU-Mayorga, Leyte
3	Mun. Gov't. Dep't. Head I (MSWDO I)	60	24	Php 49,566.00	Bachelor's degree in Social Work	None required	3 years experience in the practice of social work	RA 1080	N/A	MSWD Office LGU-Mayorga, Leyte
4	Admin. Aide III (Clerk I)	24	3	Php 8,243.75	Completion of 2 years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	MPDC Office LGU-Mayorga, Leyte

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

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:

NENETTE S. PESTILOS
SAO(HRMO IV)
LGU-Mayorga, Mayorga, Leyte
nspestilos1977@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.