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must be in MS Excel format

Republic of the Philippines
LGU - PAGESANGHAN, SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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


HON. EDGAR C. TAN
(Head of Agency)

Date: 11/27/2020

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	Administrative Aide I (Utility Worker-1)	7	1	P85,008.00	Must be able to read & write	None Required	None Required	None required (MC 10, s. 2013-category III)		Municipal Planning and Development Coordinator Office
2	Administrative Aide I (Utility Worker-1)	36	1	P85,008.00	Must be able to read & write	None Required	None Required	None required (MC 10, s. 2013-category III)		Municipal Assessor's Office

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 December 12, 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 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:

HON. EDGAR C. TAN
Municipal Mayor
LGU - Pagsanghan, Samar
1971edgartan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.