

Republic of the Philippines
LGU-Palo, Leyte
Request for Publication of Vacant Positions

TO: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit of Palo, Leyte in the CSC website:

ALLAN P. CHAVERO

MARMO-I

Date: 08/18/2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)
1	Administrative Aide III (Clerk I)	011-H	SG-3, Step 1	P9,973.00	Completion of two years studies in college;	None required;	None required;	Career Service (Subprofessional), First Level Eligibility	N/A
2	Administrative Aide III (Clerk I)	011-I	SG-3, Step 1	P9,973.00	Completion of two years studies in college;	None required;	None required;	Career Service (Subprofessional), First Level Eligibility	N/A
3	Nurse I	093	SG-11, Step 1	P20,754.00	Bachelor of Science in Nursing;	None required;	None required;	RA 1080	N/A
	x-x-x-x-x-x-x-x								Municipal Health Office (RHU), LGU-Palo, 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 September 6, 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:

ALLAN P. CHAVERO

Human Resource Management Officer I

LGU-Palo, Leyte

allchavs@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.