


Republic of the Philippines  
LGU PARANAS  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (LGU PARANAS) in the CSC website:

  
ATTY. EUNICE U. BABALCON  
(Head of Agency)  
Date: February 22, 2019

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 Officer IV (Administrative Officer II)	1-22	15-1	311,412.00	Bachelor's Degree	4 Hours of Relevant Training	1 Year of Relevant Experience	Career Service Prof/2nd Level Eligibility		Mayor'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 March 11, 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 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:

ATTY. EUNICE U. BABALCON  
Municipal Mayor  
LGU Paranas, Paranas, Samar  
[ebabalcon@yahoo.com](mailto:ebabalcon@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.