




REPUBLIC OF THE PHILIPPINES
PROVINCE OF EASTERN SAMAR
MUNICIPALITY OF SALCEDO

REQUEST FOR PUBLICATION OF VACANT POSITIONS

To: **MICHAEL M. DELA CRUZ**
DIRECTOR II
CSC FIELD OFFICE
BORONGAN CITY, EASTERN SAMAR

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


ATTY. MELCHOR L. MERGAL
(Head of Agency)
07-Feb-19

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	Waterworks Technician	2018-04	SG-6	10,393.00	High School Graduate or Completion of relevant vocational trade course	None Required	None Required	Mechanic (MC 11, S. 96 - Cat. I)	N/A	LGU - Salcedo E. Samar
2	Day Care Worker - I	28-D	SG-6	10,393.00	High School Graduate	None Required	None Required	None Required (MC 11, S. 96 - Cat. III)	N/A	LGU - Salcedo E. Samar
3	Day Care Worker - I	28-E	SG-6	10,393.00	High School Graduate	None Required	None Required	None Required (MC 11, S. 96 - Cat. III)	N/A	LGU - Salcedo E. Samar
4	Administrative Aide - III (Driver - I)	33-A	SG-3	8,726.00	Elementary School Graduate	None Required	None Required	Driver License (MC 11, S. 96 - Cat. II)	N/A	LGU - Salcedo E. Samar
5	Administrative Aide - IV (Labor Foreman)	21	SG-6	10,393.00	High School Graduate	None Required	None Required	None Required (MC 11, S. 96 - Cat. III)	N/A	LGU - Salcedo E. Samar
6	Licensing Officer I	2018-05	SG - 11	14,528.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	LGU - Salcedo E. 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 February 16, 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;
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. MELCHOR L. MERGAL
Municipal Mayor

Brgy. 03, Purisima St., Salcedo, Eastern Samar
m_mergal@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.