

Republic of the Philippines
Municipality of San Antonio
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 LGU-San Antonio in the CSC website:



HRMO

Date: February 26, 2019

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	Mun. Gov. Dept. Head (Mun. Social Welfare & Dev't. Officer)	24	24	39,627.00	BS Social Work	None required	3 year experience	R.A 1080		MSWDO, San Antonio, Northern Samar
2	Social Welfare Aide	34	4	8,161.00	High School Graduate	None required	None required	None required		MSWDO, San Antonio, Northern Samar
3	Day Care Worker I	39	6	9,635.00	College Level	None required	None required	CS-Sub-Prof.		MSWDO, San Antonio, Northern 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 Feruary 13, 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 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:

CHONA G. NOYNAY
Municipal Budget Officer/HRMO Designate
LGU-San Antonio, Northern Samar

nwynaychona@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	Cemetery Caretaker	33	2	7,111.00	Elementary Graduate	None required	None required	None required		Office of the Municipal Mayor, LGU-San Antonio, N. Samar
2	Administrative Aide I (Utility Worker)	36	1	6,635.00	Must be able to read and write	None required	None required	None required		Municipal Civil Registrar, LGU-San Antonio, Northern Samar
3	Administrative Aide IV (Bookbinder II)	37	4	8,161.00	Elementary Graduate	None required	None required	None required		Accounting Office, LGU-San Antonio, Northern Samar

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