*CS Form No. 9*
*Revised 2018*

*Electronic copy to be submitted to the CSC FO must be in MS Excel format*

**Republic of the Philippines**
**Province of Samar**
**Municipality of San Jose de Buan**

## 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 Jose de Buan in the CSC website:

**JOAQUIN R. ELIZALDE**
*Municipal Mayor*

Date: January 16, 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 | Watchman I | 71 | 2 | 8,821.00 | Elementary School Graduate | None Required | None Required | None Required MC 10 s.2013 cat. III | | San Jose de Buan, Samar |
| | x-x-x-x-x-x-x-x-x-x-x-x | x-x-x- | x-x-x-x-x | x-x-x-x-x-x-x-x-x-x | x-x-x-x-x-x-x-x-x-x-x | x-x-x-x-x-x- | x-x-x-x-x-x-x-x-x-x-x | x-x-x-x-x-x-x-x-x-x-x | x-x-x-x- | x-x-x-x-x-x-x-x-x-x-x |

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 January 31, 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:

**JOAQUIN R. ELIZALDE**
Municipal Mayor
San Jose de Buan, Samar
ninorebato@gmail.com

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**