

**To: CIVIL SERVICE COMMISSION (CSC)**

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

Date: August 15, 2019

[illegible]

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 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.**