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 <u>LGU - San Jose de Buan</u> in the CSC website:

JOAQUÍN R. ELIZALDE

Municipal Mayor

Date: August 15, 2019

No.	(Parenthetical Title it	Plantilla Item No.	I Ioh/ Pav	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Local Legislative Staff Employee II	36	4	9,911.00	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 July 24, 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:

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.