

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

Republic of the Philippines  
**LGU-SAN ROQUE, NORTHERNSAMAR**  
 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 Roque, Northern Samar in the CSC website:

\_\_\_\_\_  
**ELBERT FABIAN M. LAGRIMAS**  
 HRMO-Designate  
 Date: \_\_\_\_\_ November 9, 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	Local Legislative Staff Employee -II	1016-19	4/1	9,911.00	Elementary School Graduate	None Required	None Required	None Required		Office of the Legislative Department
	nothing follows									

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 \_\_\_\_\_.

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:

\_\_\_\_\_  
**ELBERT FABIAN M. LAGRIMAS**  
 HRMO-Designate  
 LGU-San Roque, Northern Samar