

Republic of the Philippines
MUNICIPALITY OF SULAT
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-Sulat in the CSC website:

HON. JAVIER E. ZACATE
Head of Agency
Date: August 6, 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	Human Resource Management Officer II	15-1	15	22,285.00	Bachelor's Degree	1 yr relevant training	4 hrs relevant experience	Career Service (Professional) Second Level Eligibility		Human Resource Management Office
2	Local Treasury Operation Officer I (LTOO I)	4-9	11	15,066.00	Bachelor's Degree	None required	None required	Career Service (Professional) Second Level Eligibility		Municipal Treasurer's Office
3	Agricultural Technologist I (AT I)	12-5	10	13,663.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Office of the Municipal Agricultural Services
4	Agricultural Technologist I (AT I)	12-7	10	13,663.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Office of the Municipal Agricultural Services
5	Day Care Worker	11-4	6	11,221.00	High School graduate	None required	None required	None Required(MC 11, s. 96-Cat. III)		Office of the Municipal Social Welfare Development
6	Driver II	1-8	4	10,376.00	Elementary School Graduate	None required	None required	Driver License (MC 11, s. 96 - Cat. II)		Office of the Municipal Mayor

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 **August 23, 2019**.

1. Application Letter;
2. 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;
3. Performance rating in the **last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

EVANGELINE E. ERO, HRMO Designate
Human Resource Management Office, 2nd Flr.
Municipal Bldg., Brgy. Baybay, Sulat, E. Samar
hmosulat@gmail.com / lgu_sulat@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.