

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: November 13, 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	Local Disaster Risk Reduction Management Officer II	1-11	15		Bachelor's Degree	4 years of relevant trainings on DRRM	1 year of relevant experience on DRRM	Civil Service Professional/2nd Level Eligibility		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 **November 14, 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
hrmosulat@gmail.com / lgu_sulat@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.