

Republic of the Philippines
MGO TABANGO, LEYTE
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO TABANGO, LEYTE in the CSC website:

CATHERINE R. ABADINES
HRMO

Date: May 21, 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	Construction & Maintenance Man	18	2	8,821.00	Elem. School Graduate	None required	None required	None required (MC 11, s. 96 - Cat III)	N/A	*Engineering Office
2	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 December 29, 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:

CATHERINE R. ABADINES
MGDHI MBO I/HRMO-DESIGNATE
Human Resource Management Office
catherineabadines1973@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.