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

## Republic of the Philippines LGU Tagapul-an, Samar 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 Tagapul-an, Samar in the CSC website:

EDISON ERVING MANDREZA

MBO/HRMO-Designate

Date:

August 23, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Municipal Assessor	33	24	475,524.00	college degree preferably in Civil or Mechanical Engineering, Commerce or, any other related course	none	three years in real property assessment work or in any related field	RA 1080 (Real Estate Service)		Office of the Municipal Assessor
2	Draftsman II	38	8	129,096.00	completion of two years studies in college or high school graduate with relevant vocation/trade course	four hours of relevant training	one year of relevant experience	MC No. 10, s. 2013 - Cat. II (Draftsman)		Office of the Municipal Engineer
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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 September 8, 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 present position for one (1) year (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:

-	EDISON EVIN C. MANDREZA
	MBO/HRMO-Designate
	LGU Tagapul-an, Samar
	edisonervinmandreza@gmail.com

## APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.