Republic of the Philippines (Municipality of Tanauan, Leyte) Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Municipality of Tanauan, Leyte) in the CSC website:

MAYOR PELAGIO R. TECSON JR.

(Head of Agency)

Date: December 4, 2019

ſ	No.	Position Title	Plantilla Item No.		Annual Salary						
						Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
	1	Statistician Aide	504-99	4	134,784.00	Completion of two years studies in college	None required	None required	Career Service (Sub- Professional) First Level Eligibility		Municipal Planning and Development Office
	2	Social Welfare Aide	909-99	4	134,784.00	High School Graduate	None required	None required	None Requires (MC11, s.96- Cat III)		Municipal Social Welfare and Development Office

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 31, 2019.

- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 201) 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.
- 5. Other Documents:

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



Municipal Hall 888 Real Street Tanauan, Leyte.

tanauanleyte.lgu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines (Municipality of Tanauan, Leyte) Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Municipality of Tanauan, Leyte) in the CSC website:

MAYOR PELAGIO R. TECSON JR.

(Head of Agency)

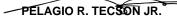
Date: December 4, 2019

	Position Title	Plantilla Item No.		Annual Salary						
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	2 Driver II (Casual)		4	P134,783.99	Elementary School Graduate	None required	None required	Driver's License (MC 11, s.96- CAT III)		General Services LGU- Tanauan, Leyte
2	30 Clerk I (Casual)		3	127,151.99	Completion of relevant 2 years studies in college	None required	None required	None required		LGU-Tanauan, Leyte
3	5 Driver I (Casual)		3	127,151.99	Elementary School Graduate	None required	None required	Driver's License (MC 11, s.96- CAT III)		LGU-Tanauan, Leyte
4	25 Administrative Aide (Casual)		1	112,895.99	Must be able to read and write	None required	None required	None required		LGU-Tanauan, Leyte

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 31, 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.
- 5. Other Documents

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



Municipal Mayor

Municipal Hall 888 Real Street Tanauan, Leyte.

tanauanleyte.lgu@gmail.com