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

## Republic of the Philippines (Name of Agency) Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the follow	ng vacant positions, which are au	thorized to be filled, at the LG	SU-VILLABA, LEYTE in the CSC website:
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ANECITO F. SANACO JR.

HRMO

Date: May 12, 2020

No ·	Position Title (Parenthetical Title, if applicable)  Plantilla Ite No.	Diantilla Itam	Salary/		Qualification Standards					
		The second of th	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	ADMINISTRATIVE AIDE-I	029	1/1	8,786.00	Must be able to read	None required	None required	None required		Municipal Mayor's
	(Utility Worker-I)				and write.					Office.
х	X-X-X-X-X-X-X-X-X-X-X-X-X									
							591			
	6									

- 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 APPEICANTS are application to:

ANECITO F. SANACO JR.

J'RMO - IV

LGU-VILLABA, LEYTE

hrmovillaba@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.