


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

Republic of the Philippines
LGU - ZUMARRAGA, SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government Unit of Zumarraga, Samar in the CSC website:


HON. MYRNA OJEDA TAN

(Head of Agency)
November 17, 2020


Date:

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II (HRMO I)	1011-04	11/1	Php 13,075.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility		HRMO Office- Zumarraga

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 02 2020.

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:


PILAR T. ALCALA
MBO/HRMO-Designate
Zumarraga, Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.