Electronic copy to be submitted to the CSCFO must be in MS Excel format

Republic of the Philippines LGU-Alangalang, Leyte **Request for Publication of Vacant Positions** -000-

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the <u>LGU-Alangalang</u>, <u>Leyte</u> in the CSC website:

Date: Oct. 21, 2021

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Revenue Collection Clerk II	24	7	P14,602.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Office of the Mun. Treasure
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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

- 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:

LIZER B. PERALTA, RSW	
OIC-HRMO	
 Real Street Alangalang Leyte	
lheiperalta3@gmail.com	

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.