

Republic of the Philippines
LGU-ALLEN, NORTHERN 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
in the CSC Website.

LGU-ALLEN NORTHERN SAMAR

for 
MA. BELLA F. GARDOQUE
HRMO

Date: March 7, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II	23	11	15,621.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) 2nd Level Eligibility		Sangguniang Bayan Office
2	Sanitary Inspector	63	6	15,524.00	Completion of two (2) years in College	None required	None required	Career Service (SubProfessional) 1st Level Eligibility		Mun. Health Office
3	Market Supervisor II	80	14	20,494.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) 2nd Level Eligibility		Allen Public Market
	xxxx	xxxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx

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 March 22, 2021.

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

MA. BELLA F. GARDOQUE

MGDH / HRMO

LGU-ALLEN NORTHERN SAMAR

lgu.allensamar@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.