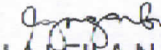


Republic of the Philippines  
LOCAL GOVERNMENT UNIT OF ALMERIA  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit of Almeria in the CSC website:

  
LAVELLA LEILA N. GRBO

HRMO

Date: October 25, 2021

| No. | Position Title                   | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards            |                               |                             |  |                            | Place of Assignment |
|-----|----------------------------------|--------------------|------------------------|----------------|------------------------------------|-------------------------------|-----------------------------|--|----------------------------|---------------------|
|     |                                  |                    |                        |                | Education                          | Training                      | Experience                  | Eligibility  | Competency (if applicable) |                     |
| 1   | ADMINISTRATIVE AIDE IV(CLERK II) | 29                 | 4                      | 10,080.00      | Completion of two years in college | None Required                 | None Required               | Career Service (Subprofessional) First Level Eligibility | N/A                        | LGU-Almeria         |
| 2   | REVENUE COLLECTION CLERK I       | 39                 | 5                      | 10,693.00      | Completion of two years in college | None Required                 | None Required               | Career Service (Subprofessional) First Level Eligibility | N/A                        | LGU-Almeria         |
| 3   | MIDWIFE II                       | 50                 | 11                     | 23,877.00      | Completion of Midwifery Course     | 1 year of relevant experience | 4 hour of relevant training | RA 1080 (Midwife)  | N/A                        | LGU-Almeria         |

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 November 12, 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](http://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:

RICHARD D. JAGUROS

Municipal Mayor

LGU-Almeria, Biliran

[lavelleleilagorbo@gmail.com](mailto:lavelleleilagorbo@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**