

Republic of the Philippines  
**MGO CABUCGAYAN, BILIRAN**  
Request for Publication of Vacant Positions

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

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:


  
**ROSARIO C. AZORES**  
Supervising Administrative Office (HRMO IV)  
Date: February 5, 2021

No.	Position Title (Parenthetical Title, if	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Admin. Officer IV (Planning Officer II)	MPO-P-024	SG15S1	P 22,437.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		LGU-Cabucgayan, Biliran
2	Social Welfare Assistant	SWO-055	SG8S1	P 12,254.00	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) First Level Eligibility		LGU-Cabucgayan, Biliran
	xxx									

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 February 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](http://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:

  
**MARISOL A. MASBANG**  
Municipal Mayor  
Municipal Bldg. Magbangon, Cabucgayan, Biliran  
[masbangmarisolarabiana@gmail.com](mailto:masbangmarisolarabiana@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.