

Republic of the Philippines  
**MGO CAN-AVID, EASTERN SAMAR**  
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be  
AS 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 MGO CAN-AVID, EASTERN SAMAR in the CSC website

Date

30-Jan-24

  
HUBERT R. JAVA  
MGDHI HRM Officer

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	Revenue Collection Clerk III	48	9	15,908.00	Completion of two (2) years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Sub-Professional First Level Eligibility		Office of the Municipal Treasurer

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 14, 2024.

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.
5. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender and civil status.

person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

**HUBERT R. JAVA**  
MGDHI HRM Officer  
Municipal Government of Can-avid  
[upalicanavch/rmo2022@gmail.com](mailto:upalicanavch/rmo2022@gmail.com)

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