

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 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 MGO CAN-AVID, EASTERN SAMAR in the CSC website:



GIL NORMAN P. GERMINO
Municipal Mayor

Date: October 27, 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	Municipal Government Assistant Department Head I (HRMO)	25-a	22	51311	Master's Degree or Certificate in Leadership and management from the CSC	120 Hours of supervisory/ management learning and development intervention undertaken within the last 5 years	3 years of supervisory/ management experience	Career Service (Professional)/ SecondLevel Eligibility		Human Resource Management Office
2	**Nothing Follows**									

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 11, 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:

ELVIRA C. GRATA

HRMO V

Municipal Government of Can-avid

elviragrata@yahoo.com.ph

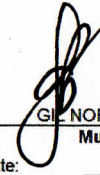
APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	Municipal Government Assistant Department Head I	60	22	68415	Master's Degree or Certificate of Leadership and Management from the CSC (Preference: Doctor of Medicine)	120 hours of related training	3 years of related experience	Civil Service Professional Examination / Relevant Second level eligibility (Preference: RA 1080 Physician)		Office of the Municipal Health
2	**Nothing Follows**									
3										

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