


Republic of the Philippines  
**LGU CATARMAN**  
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 **LGU CATARMAN** in the CSC website:

  
**JOEL D. AROGANTE**  
MGDH-1/HRMO V

Date:

July 15, 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	Security Guard-1	03-19	3	11,717.00	High School Graduate	None required	None required	Security Guard License		Office of the Sangguniang Bayan
2	Security Guard-1	03-20	3	11,717.00	High School Graduate	None required	None required	Security Guard License		Office of the Sangguniang Bayan
3	Local Leg. Staff Employee-II	03-21	4	12,426.00	Elementary School Graduate	None required	None required	None required		Office of the Sangguniang Bayan
4	Admin. Aide-I (Utility Worker)	03-22	1	10,396.00	Must be able to read and write	None required	None required	None required		Office of the Sangguniang Bayan
5	Administrative Assistant IV / Bookbinder IV	03-23	10	18,197.00	Elementary School Graduate	None required	None required	None required		Office of the Sangguniang Bayan
6	Mun. Gov't. Asst. Dept. Head-1	04-1A	22	60,180.00	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)		Office of the Secretary to SB

Interested and qualified applicants (regardless of age, sex, marital status, race, religious/ethical belief, appearance, gender orientation/preference, regional/ethnic origin, disability, political affiliation, and family status) should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **July 30, 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:

  
**JOEL D. AROGANTE**

MGDH-1/HRMO V

LGU Catarmán

[jldelorino2020@yahoo.com](mailto:jldelorino2020@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.