


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

**Republic of the Philippines  
Province of Leyte  
Municipality of Dagami  
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 Dagami in the CSC website:

  
**ABUNDIO I. DELUSA**  
Mayor

Date: January 5, 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	<b>HUMAN RESOURCE MANAGEMENT OFFICER IV</b>	81 page 6 of 9	22/1	<b>P52,255.00</b>	Bachelor's Degree	16 hours of Relevant Training	3 years of Relevant Experience	Career Service (Professional) Second Level Eligibility		<b>LGU-DAGAMI, LEYTE</b>

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 **January 5, 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 (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:

**ABUNDIO I. DELUSA**  
\_\_\_\_\_  
MAYOR  
\_\_\_\_\_  
LGU-DAGAMI, LEYTE  
\_\_\_\_\_  
[hrmo.lgudagami@yahoo.com](mailto:hrmo.lgudagami@yahoo.com)

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