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

Republic of the Philippines MGO DOLORES, EASTERN SAWAR 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 MGO DOLORES,	EASTERN SAMAR in the CSC website:

MIGDH-1 (MENRO)/HRMO Designate

Date: April 8, 2022

	Position Title	Di	Salary/	Monthly Salary	Qualification Standards					
No.	(Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment Mayor's Office Municipal General Services Office Mayor's Office Mayor's Office Mayor's Office Municipal Disaster Risk Reduction and Management Office
1	Licensing Officer I	1011-6	11	20351	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/Second Level Eligibility		Mayor's Office
2	Administrative Aide VI (Electrician II)	1061-2	6	13502	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Electrician (CSC MC 11, s.1996, as amended by CSC MC 10, s. 2013 - Cat.		경기 교통하는 것을 하는 것이 되었습니다. 그렇게 하는 것이 없는 것이 없었습니다. 그렇게 되었는데 그렇게 되었다.
3	Administrative Aide VI (Clerk III)	1011-3	6	13502	Completion of two-year studies in college	None Required	None Required	Career Service Subprofessional/First Level Eligibility		Mayor's Office
4	Administrative Aide I (Utility Worker I)	1011-10	1	10014	Must be able to read and write	None Required	None Required	None Required		Mayor's Office
5	Administrative Aide I (Utility Worker I)	1011-11	1	10014	Must be able to read and write	None Required	None Required	None Required		Mayor's Office
6	Administrative Aide III (Utility Worker II)	3-03-009-2	3	11300	Must be able to read and write	None Required	None Required	None Required		Risk Reduction and
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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 April 25, 2022.

- 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:

JOSE VIRG	ILIO R. AYAD
MGDH-1 (MENRC)/HRMO - Designate
LGU Dolores	Eastern Samar
ayadvirgilid	o@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.