CS Form No. 9
Revised 2018

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

Republic of the Philippines
Local Government Unit, Inopacan Leyte
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, Inopacan in the CSC website:

RICARDO ERIC S. PROJO
HRMO

Date: 3-May-21

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	Tax Mapping Aide	5.4	4	10,800.00	High School Graduate or completion of relevant/trade course	None Required	None Required	MC 11 s. 1996 - Cat III	N/A	Municipal Assessor's Office

All Interested and qualified applicants, including Persons With Disability (PWD), regardless of sexual preference and gender, should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than May 19, 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:

RICARDO ERIC S. PROJO
Personnel Officer
New Municipal Building, Poblacion, Inopacan, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.