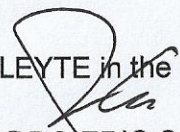


Republic of the Philippines
MGO INOPACAN, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO INOPACAN, LEYTE in the CSC website:


RICARDO ERIC S. PROJO
HRMO

Date: 7-Oct-22

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	Social Welfare Officer I	14.7	11	19,079.00	Bachelor's Degree in Social Work	None Required	none Required	R.A. 1080 (Social Worker)	Not Applicable	Office of the Municipal Social Welfare and Development
2	Administrative Aide I (Utility Worker I)	14.6	1	9,388.00	Must be able to read and write	None Required	none Required	None required (MC 11, s. 1996 - Cat. III, as amended)	Not Applicable	Office of the Municipal Social Welfare and Development
3										
4										
5										
6										
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8										
9										
10										

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 October 24, 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.

5. This Agency highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

cire214@ymail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.