CS Form No. 9 Revised 2018

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

Date:

Republic of the Philippines Local Government Unit of Isabel 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 Isabe	in the OSC website:	
		SATURNINO M. MEDINA, JR. FEBRUARY 17, 2021	
	Date:	TEDRUARI 1/9 2021	

No.		Plantilla	Salary/ Job/ Pay Grade	Salary	Qualification Standards			Place of		
		Item No.			Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
1	Administrative Aide I	16	1	9,961.00	Must be able to read	None	None	None Required	N/A	Mayor's Office
	(Utility Worker I)				and write.	Required	Required	(MC 11,s.96-Cat.III)		

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 MARCH 4, 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.
- 5. Photocopy of certificates of trainings and previous employment/experience, if any.

We encourage individuals regardless of gender, civil status, disability, ethnicity, religion and political affliation to apply. QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

Thru: MA. JACKELYN D. CERILLO
Chief Administrative Officer (HRMO V)
Local Government Unit of Isabel, Leyte