

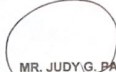
CS Form No. 9
Revised 2018

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

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

To: CIVIL SERVICE COMMISSION (CSC)

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


MR. JUDY G. PARADO, CPA
Municipal Accountant/HRMO Designate
Date: April 6, 2022

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 II	MSWDO-4	15	26,860	Bachelor's Degree in Social Work	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080 (Social Worker)	Exemplifying Integrity, Delivering Service Excellence, Solving Problems and Making Decisions, Demonstrating Personal Effectiveness and Speaking Effectively, Social Welfare Services	Municipal Social Welfare and Development Office

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 22, 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. Photocopy of Certificate of Trainings for the last five (5) years
6. Service Record or Certificate of Employment

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

JUDY G. PARADO, CPA
Municipal Accountant/HRMO-Designate
Cor. Real and Del Carmen Sts. Jaro, Leyte
hrjgutarro@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.