

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF KAWAYAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the Local Government Unit of Kawayan in the CSC website:

Teresita I. Atuel
TERESITA I. ATUEL

AO IV/HRMO II

Date: March 8, 2021

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 (Professional) Second Level Eligibility	
1	Licensing Officer I X-X-X-X-X-X-X-X-X-X	MO-LIOF1	SG 11/S1	15,621.00	Bachelor's Degree	None Required	None Required	None Required	Mun. Mayor's Off., LGU Kawayan

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 23, 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:

TERESITA I. ATUEL

AO IV/HRMO II

LGU Kawayan, Poblacion, Kawayan, Biliran

tiatauel@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.