

Republic of the Philippines
MGO LA PAZ, 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 LA PAZ, LEYTE in the CSC website:


 GERALDINE P. PIANO
 HRMO - Designate

Date: May 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	Administrative Aide II (Messenger)	80b	2	₱ 8,953.00	Elementary School Graduate	None Required	None Required	None Required (MC.11,s. 96 - CAT. III)	N/A	LGU- La Paz
	xxxxNothingFollowsxxxx									

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 **May 21, 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.

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

GERALDINE P. PIANO

HRMO-Designate

LGU-La Paz, Leyte

hrlgulapazleyte08@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.