

Republic of the Philippines  
**MGO LA PAZ, LEYTE**  
Request for Publication of Vacant Positions

Electronic copy to be submitted  
CSC FO must be in M

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: August 25,

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)
					Education	Training	Experience	Eligibility	
1	Population Program Worker I	6-a	5	10,693.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	
2	Administrative Aide I	70	1	8,424.00	Must be able to read and write	None Required	None Required	None Required	
	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 Sept 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](http://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  
[hrgulapazleyte08@gmail.com](mailto:hrgulapazleyte08@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.