

Republic of the Philippines
MGO LAWAAN, EASTERN SAMAR
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 LAWAAN, EASTERN SAMAR in the CSC website.

EVELYN B. GAÑAS
HRMO

Date: February 13, 2024

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	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	7611-1	24	63,055.00	Bachelor's degree in Social Work	None required	3years experience in the practice of Social Work	RA 1080 (Social Worker)	N/A	Municipal Social Welfare and Development Office
2	Planning Officer I	1041-2-16	11	18,900.00	Bachelor's degree relevant to the job	None required	None required	CS Professional/2nd Level Eligibility	N/A	Municipal Planning and Development Coordinator's 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 February 29, 2024".

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. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men women at all levels of positions without discrimination regardless of age, gender, civil status, Person with Disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse orientation, gender identity and expression (SOGIE).

For Person with Disability (PWD) applicants should you need any assistance, please notify the HR Office prior to your scheduled date of exam and interview.

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

EVELYN B. GAÑAS

HRMO-IV

LGU-LAWAAN

lgulawaan@gmail.com