

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 IV

Date: October 27, 2023

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	Local Disaster Risk Reduction and Management Officer I	1011-7-2023	11	18,900.00	Bachelor's degree	None required	None required	CS Professional/2nd Level Eligibility	N/A	Office of the Local Disaster Risk Reduction and Management
2	Local Legislative Staff Officer II	1021-b-16	13	21,924.00	Bachelor's degree relevant to the job.	None required	None required	CS Professional/2nd Level Eligibility	N/A	Office of the Sangguniang Bayan

"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 November 15, 2023".

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 and 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

***APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**