

Republic of the Philippines
MGO LOPE DE VEGA, NORTHERN 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 LOPE DE VEGA, NORTHERN SAMAR in the CSC website:


NELIA A. GONZALES
HRMO III

Date: October 24, 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	Municipal Government Department Head I (Internal Auditor)	74	24	66308	Master's Degree	24 hours of training in management and supervision	4 years in position/s involving management and supervision	Career Service (Professional)/ Second Level Eligibility	Not Applicable	Office of the Mayor
2	Statistician II	34	15	26323	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Not Applicable	MPDO
3	Administrative Aide I (Utility Worker I)	83	1	9388	Must be able to read and write	None required	None required	None required (MC 11, s. 1996 Cat. III)	Not Applicable	Office of the Sanggunian 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 8, 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.
5. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of gender, civil status, age, disability, ethnicity and member of the indigenous communities.

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

NELIA A. GONZALES

HRMO III

LGU-Lope de Vega, Northern Samar

hrmonelia03@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.