

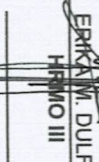
Republic of the Philippines  
**MGO ORAS, EASTERN SAMAR**  
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO ORAS, EASTERN SAMAR in the CSC website:

Date:

  
ERIK M. DULFO  
HRMFO III

August 01, 2022

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Municipal Government Assistant Department Head I	215	22	54732	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Municipal Accountant's Office
2	Municipal Government Assistant Department Head I	216	22	54732	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Municipal Engineers Office
3	Senior Transportation Regulation Officer	217	18	34945	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Mayor's Office
4	Sanguniang Bayan Secretary	2	24	69394	College degree preferably in law, commerce or public administration from a recognized college or university	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	Sanguniang Bayan Office
5										
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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 August 16, 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](http://www.csc.gov.ph);
  2. Performance rating in the present position for one (1) year (if applicable);
  3. Photocopy of certificate of eligibility/rating/license; and
  4. Photocopy of Transcript of Records.
5. The 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 age, gender, civil status, person w/ disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

**HON. ROY C. ADOR**  
Municipal Mayor  
Oras, Eastern Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.