## Republic of the Philippines LGU-PAMBUJAN, NORTHERN SAMAR Request for Publication of Vacant Positions

### To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the **LGU-Pambujan** in the CSC website:

guind **GINA P. ADORA** 

HRMO II

Date:

June 14, 2021

	Position Title (Parenthetical	Plantilla	Salary/ Job/	Monthly/Daily		Qua	alification Stand	ards		
No.	Title, if applicable)	Item No.	Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mayor's Office, LGU-Pambujan
2	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		GSO, LGU-Pambujan
3	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mayor's Office, LGU-Pambujan
4	Administrative Aide III (Clerk I)		3	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mayor's Office, LGU- Pambujan
5	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		MSWDO, LGU-PAMBUJAN
6	Administrative Aide III (Clerk I)		3	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		BAC Office, LGU-Pambujan

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 June 30, 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;

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:

GINA P. ADORA HRMO II

LGU-Pambujan, Northern Samar

ginaadora76@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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June 14, 2021

HRMO II

Date:

Salary/ **Qualification Standards Position Title (Parenthetical** Monthly/Daily Plantilla Job/ No Place of Assignment Competency Item No. Pay Salarv Title, if applicable) Education Training Experience Eligibility (if applicable) Grade Mun.Agri.Office, Completion of 2 yrs CS-Subprofessional 7 Agricultural Technician I 200.00/Day None Required None Required 6 studies in college (1st Level Eligibility) LGU-Pambujan Driver's License (MCII,s 96-8 Driver I 3 250.00/Day Elementary Graduate None Required None Required LGU-Pambujan CATII) **CS-Professional** Mayor's Office, 9 Coop. Dev't Specialist I 250.00/Day Bachelor's Degree None Required None Required 11 (2nd Level Eligibility) LGU-Pambujan CS-Subprofessional Mun. Budget Office, Completion of 2 yrs Administrative Aide III (Clerk I) 200.00/Dav None Required None Required 10 3 studies in college (1st Level Eligibility) LGU-Pambujan Completion of 2 yrs CS-Subprofessional 11 Administrative Aide III (Clerk I) 3 250.00/Day None Required None Required LGU-Pambujan studies in college (1st Level Eligibility) CS-Subprofessional Completion of 2 yrs 1year relevant 12 Revenue Collection Clerk I None Required MTO,LGU-Pambujan 5 250.00/Dav studies in college training (1st Level Eligibility)

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grinder GINA P. ADORA

HRMO II

Date:

June 14, 2021

No.	Desiden Title (Descuthedias)		Salary/			Qua	alification Stand	ards		
	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly/Daily Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
13	Agricultural Technician		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun.Agri.Office, LGU-Pambujan
14	Day Care Worker		6	250.00/Day	High School Gradute	None Required	None Required	MCII,s 96-CAT II		Mayor's Office, LGU-Pambujan
15	License Inspector I		3	350.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun. Treasurer's Office, LGU- Pambujan
16	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		BAC Office, LGU-Pambujan
17	Agricultural Technician I		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun.Agri.Office, LGU-Pambujan
18	Agricultural Technician I		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun.Agri.Office, LGU-Pambujan

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GINA P. ADORA HRMO II LGU-Pambujan, Northern Samar ginaadora76@gmail.com

## CS Form No. 9 Series of 2018

# **Republic of the Philippines** LGU-PAMBUJAN, NORTHERN SAMAR **Request for Publication of Vacant Positions**

### To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the LGU-Pambujan in the CSC website:

guind GINA P. ADORA

HRMO II

44 0004

Date:

June	914,	2021	

	Desition Title (Deventhation)		Plantilla Job/ Monthly/Daily Qualification Sta		alification Stand	ards				
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly/Daily Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
19	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mayor's Office, LGU-Pambujan
20	Administrative Aide III (Clerk I)		3	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		MSWDO, LGU-PAMBUJAN
21	Sports Dev't Officer I		10	250.00/Day	Bachelor's Degree	None Required	None Required	CS-Professional (2nd Level Eligibility)		Mayor's Office, LGU-Pambujan
22	Public Relations Officer I		11	300.00/Day	Bachelor's Degree	None Required	None Required	CS-Professional (2nd Level Eligibility)		Mayor's Office, LGU-Pambujan
23	Aquaculture Technician I		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun. Agri. Office, LGU-Pambujan
24	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun. Treasurer's Office, LGU- Pambujan

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								Date:	June 14, 2021	
			Salary/			Qua	ards			
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly/Daily Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment Mun.Admin, LGU-Pambujan Mayor's Office, LGU-Pambujan Mun. Agri. Office, LGU-Pambujan MPDO, LGU-Pambujan Mun.Agri.Office, LGU-Pambujan Mun.Accountant's Office, LGU-Pambujan
25	Administrative Aide III (Clerk I)		3	250.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		,
26	Administrative Aide III (Clerk I)		3	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		
27	Engineering Assistant		8	200.00/Day	Completion of 2 yrs studies in college	4 hours of relevant training	1 year relevant experience	CS-Subprofessional (1st Level Eligibility)		
28	Planning Assistant		8	350.00/day	Completion of 2 yrs studies in college	4 hours of relevant training	1 year relevant experience	CS-Subprofessional (1st Level Eligibility)		- ;
29	Agricultural Technician I		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		<b>.</b>
30	Administrative Aide III (Clerk I)		6	200.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun.Accountant's Office, LGU-Pambujan

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

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No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly/Daily Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
31	Dental Aide		4	250.00/Day	High School Graduate	None Required	None Required	None Required (MC 11, 2. 96-Cat.III)		Mun. Health Office, LGU-Pambujan
32	Administrative Aide III (Clerk I)		6	300.00/Day	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Mun. Vice Mayor's Office/SB,LGU-Pambujan
33	Administrative Officer II (Human Resource Management Officer I)	1031-3	11	16,737.00	Bachelor's Degree	None Required	None Required	CS-Professional (Second Level Eligibility)		Office of the Municipal Administrator
34	Administrative Aide VI (Clerk III)	1051-2	6	11,643.00	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Office of the Municipal Civil Registrar
35	Revenue Collection Clerk I	1091-5a	5	10,981.00	Completion of 2 yrs studies in college	None Required	None Required	CS-Subprofessional (1st Level Eligibility)		Office of the Municipal Treasurer

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