

Republic of the Philippines  
Local Government Unit - Pinabacdao  
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 (Local Government Unit - Pinabacdao) in the CSC website:

  
HON. TEODORICO A. MABAG  
Municipal Mayor

Date: August 8, 2021

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	LDRRMO II	2	15	P22,898.00	Bachelor's degree graduate	4 hours of relevant training in DRRM	1 year of relevant experience in DRRM	Career Service (Professional) Second Level Eligibility		Office of the Mayor
2	Adminlstrative Asst. II (Clerk IV)	37	8	P12,683.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		MPDC Office
3	Revenue Collection Clerk II	48	7	P11,804.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Mun. Treasurer Office
	xxxxx	xxxxx	xxxxx	xxxxx	NOTHING	FOLLOWS	xxxxx	xxxxx	xxxxx	xxxxx

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 23, 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](http://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:

HON. TEODORICO A. MABAG  
Municipal Mayor  
LOCAL GOVT. UNIT-PINABACDAO, PINABACDAO, SAMAR  
[jessica47acaba@yahoo.com](mailto:jessica47acaba@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.