

Republic of the Philippines
MGO QUNAPONDAN, 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 QUNAPONDAN, EASTERN SAMAR in the CSC website:


LORENZO B. GAHOY
HRMO


Date: February 21, 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	ADMINISTRATIVE AIDE I	E-05-010	1	9100.00	Must be able to read and interpret written and verbal instruction	None required	None required	None required	None required	N/A	MGO - Quinapondan, Eastern Samar
2	DAY CARE WORKER I	L-12-002	6	12287.10	High School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)	N/A	N/A	MGO - Quinapondan, Eastern Samar
3	LOCAL ASSESSMENT OPERATIONS OFFICER I	K-11-002	11	18900.00	Bachelor's Degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	N/A	MGO - Quinapondan, Eastern Samar

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 March 10, 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 position 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 sexual orientation, gender identity and expression (SOGIE).

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


LORENZO B. GAHOY
HRMO
Quinapondan, Eastern Samar
YvonneQuinapondan@gmail.com
YvonneQuinapondan@yahoo.com