

Republic of the Philippines
MGO SAN SEBASTIAN, SAMAR (WESTERN)
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 SAN SEBASTIAN, SAMAR (WESTERN) in the CSC website:

Jesiel A. Babon
JESIEL A. BABON

HRMO

Date: AUGUST 8, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/Job/Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency	
1	Administrative Aide I (Utility Worker)	61	1	8,136.00	Bachelors Degree	None Required	None Required	None Required		LGU-SAN SEBASTIAN
2	Administrative Aide I (Utility Worker)	62	1	8,136.00	Bachelors Degree	None Required	None Required	None Required		LGU-SAN SEBASTIAN
3	Administrative Officer I (Administrative Officer II)	63	11	16,535.00	Bachelors Degree Relevant to the Job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility		LGU-SAN SEBASTIAN
4	Administrative Aide IV (Clerk II)	64	4	9,745.00	*Must be able to read and write/Elementary School Graduate **High School Graduate or Completion of relevant vocational/trade course ***Completion of two-year studies in College or high school Graduate with relevant vocational/trade course	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/First Level Eligibility		LGU-SAN SEBASTIAN
5	Farm Worker 1	67	2	8646.00	None Required	None Required	None Required	None Required (MC 11, s 96-Cat. III)		LGU-SAN SEBASTIAN
6	Farm Worker 1	68	2	8646.00	None Required	None Required	None Required	None Required (MC 11, s 96-Cat III)		LGU-SAN SEBASTIAN

7	Farm Worker 1	69	2	8646.00	None Required	None Required	None Required	None Required (MC 11, s 96- Cet W)		LGU-SAN SEBASTIAN
8	Farm Worker 1	70	2	8646.00	None Required	None Required	None Required	None Required (MC 11, s 96- Cet W)		LGU-SAN SEBASTIAN

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, 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 age, gender, civil status, person with disability (PDW), religion, ethnicity, political affiliation to include members of the communities and those with diverse sexual orientation gender identify and expression (SOGIE).

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

JESIELZ A. BABON

 HRMO

 LGU-SAN SEBASTIAN

jesielz_babon@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.