

Republic of the Philippines  
**MGO SAN VICENTE, NORTHERN SAMAR**  
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 VICENTE, NORTHERN SAMAR in the CSC website:

**PRELINA G. FORTUNA**  
HRMO- Desigante  
Date: February 6, 2024

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	Draftsman -I	1041-20	6	11,409.00	Completion of two(2) years studies in college or high school graduate with relevant vocational/ trade course	None Required	None Required	Draftsman (MC 11, s. 96 Cat. II)	Not Applicable	Office of the Municipal Planning Development Coordinator LGU- San Vicente, N. 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 February 21, 2024.

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.
5. The office highly encourage all interested and qualified applicants and promotes all employment opportunity to all men and woman at all of position without discrimination regardless of gender, civil status, age, disability, ethnicity and member of the indigenous communities and those from any sexual Orientation and Gender Identities and Expression(SOGLIE).

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

  
**PRELINA G. FORTUNA**  
HRMO- Desigante  
LGU- San Vicente N. Samar  
[prelinagarcasafortuna@gmail.com](mailto:prelinagarcasafortuna@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.