

Republic of the Philippines
MGO SANTA MARGARITA, 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 SANTA MARGARITA, SAMAR (WESTERN) in the CSC website:


HAZEL E. CAMARINES
Administrative Officer IV/HRMO II
Date: October 15, 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 | Engineer II | ENGRII-2020 | 16 | 26,330.00 | Bachelor's Degree in Engineering relevant to the job | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Municipal Engineering Office |
| 2 | Administrative Aide IV (Human Resource Management Aide) | AAIVHRMA- 2018 | 4 | 10,355.00 | Completion of two years studies in college | None required | None required | Career Service (Subprofessional) First Level Eligibility | | Mayor's Office (HRMO) |

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 November 1, 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:

HAZEL E. CAMARINES
AO IV (HRMO II)
LGU-Sta. Margarita, Samar
jgusmhrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.