Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines MGO SOGOD, SOUTHERN LEYTE

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 SOGOD, SOUTHERN LEYTE in the CSC website:

No. (Parenthetical Title, if Plantilla Item Salary/ Job/ Welfare and Development Officer I) MGDH 1 (Municipal Social Position Title applicable) No 77 Pay Grade 24 Monthly 72,313.00 Bachelor's degree in Social Work or Bachelor's degree preferably in Sociology or any related course Nothing Follows Education Training None Qualification Standards 3 years experience in the practice of social Experience Work (Social Worker) Eligibility RA 1080 Date: JOSEPHINE T. TERANTE (if applicable) Competency NA HRMO July 7, 2021 Development Officer Social Welfare and Office of the Municipal Place of Assignment

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

- 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. Performance rating in the last rating period (if applicable):
- 3. Photocopy of certificate of eligibility/rating/license; and

Photocopy of Transcript of Records.

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

JOSEPHINE T. TERANTE
HRMO-Designate

sogodigu2021@gmail.com

Zone-I, Sogod, Southern Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.