

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: July 14, 2021

No.	Position Title (Parenthetical Title, if	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Environment and Natural Resources Officer	MENRO-2021	24	63,806.00	A holder of a college degree preferably in environment, forestry, agriculture or any related course from a recognized college or university	None required	three (3) years experience in environmental and natural resources management, conservation, and utilization	First grade civil service eligible or its equivalent		MENRO
2	Municipal General Services Officer	MGSO-2021	24	63,806.00	A holder of a college degree on public administration, business administration and management from a recognized college or university	None required	three (3) years experience in general services, including management of supply, property, solid waste disposal, and general sanitation	First grade civil service eligible or its equivalent		MGSO

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 July 30, 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
lgusmhrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.