

Republic of the Philippines
MGO TABANGO, LEYTE
 Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO TABANGO, LEYTE in the CSC website:


 BERNARD JONATHAN M. REMANDABAN
 HRMO

Date: January 18, 2021

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)	
Administrative Aide IV (Accounting Clerk I)	42	4	10,355.00	Completion of two Years studies in college	None required	None required	Career Service (Subprof) First Level Eligibility		Accounting Office
<i>nothing follows</i>									

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 December 29, 2019.

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:

CATHERINE R. ABADINES
 MGDH I MBO I/HRMO-DESIGNATE
 Human Resource Management Office
catherineabadines1973@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.