Request for Publication of Vacant Positions Republic of the Philippines LGU-Villaba Leyte

To: CIVIL SERVICE COMMISSION (CSC)

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

Administrative Aide-VI (Clerk-III) (Parenthetical Title, if Position Title applicable) Plantilla Item No. 070 Salary/ Job/ Pay Grade 6/1 Monthly Salary 12,960.00 Nothing Follows Completion of two years studies in college Education None required Training Qualification Standards None required Experience First Level Eligibility (Subprofessional) Career Service Eligibility Date: ANECITO F. SANACO JR. June 21, 2021 (if applicable) Competency HRMO-N Place of Assignment Office of the Municipal Vice Mayor

No

- 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:

· illabachmomhor@amail.com	LGU-VILLABA, LEYTE	Vice Mayor	DENNIS L.SY
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