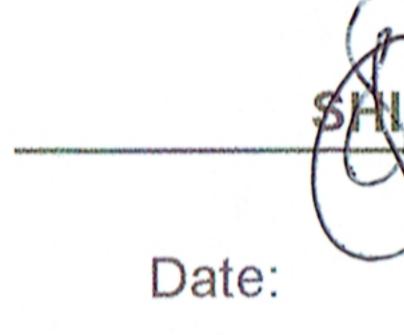
CS Form No. 9 Series of 2018

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions of Provincial Government of Southern Leyte in the

No.	Position Title (Parenthetical Title if applicable)	Plantilla Item No.		Monthly Salary	Qualification Standards				
					Education	Training	Experience	Eligibility	Co (if a
1	ADMINISTRATIVE AIDE IV (Driver II)	10	4/1	11,893.00	Elementary School Graduate	None required		Driver's License (MC 11, s. 96 - Cat. IV, as amended)	
2	ADMINISTRATIVE AIDE VI (Clerk III)	7,8	6/1	13,362.00	Completion of two years studies in college	None required		Career Service (Subprofessiona I), First Level Eligibility	
3	ADMINISTRATIVE AIDE IV (Clerk II)	9,10	4/1	11,893.00	Completion of two years studies in college	None required		Career Service (Subprofessiona I), First Level Eligibility	
4	PROVINCIAL GOVERNMENT DEPARTMENT HEAD (Provincial Budget Officer)	128	26	96,700.00	Bachelor's degree preferably in Accounting, Economics, Public Administration or any related course	None	~	First grade or its equivalent	

Republic of the Philippines Provincial Government of Southern Leyte Request for Publication of Vacant Positions



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

e CSC website: Hatayn S. HATAYNA IRMO II 2/2020					
ompetency applicable)	Place of Assignment				
	Provincial Governor Office				
	Provincial Governor Office				
	Provincial Governor Office				
	Provincial Budget Office				

address below not later than _____.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can bedownloaded at www.csc.gov.ph; 2. Performance rating in the present position for one (1) year (if applicable); 3. Photocopy of certificate of eligibility/rating/license; and

4. Photocopy of Transcript of Records.

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Sheila S. Hatayna HRMO II 6600 (E-mail Address)

HR Office Provincial Capitol Bldg., Asuncion, Maasin City, Southern Leyte

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the

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

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