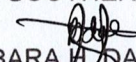


Republic of the Philippines
MGO LIBAGON, SOUTHERN LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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


BARBARA H. DALIMOOS
HRMO I

Date: April 16, 2024

| No. | 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) | |
| 1 | Revenue Collection Clerk I | 35 | 5 | 11580 | Completion of two years studies in college | None required | None required | Career Service (Subprofessional First Level Eligibility) | N/A | Municipal Treasury Office |

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 May 02, 2024.

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.
5. This office highly encourages all interested and qualified applicant and promotes equal employment opportunity to all men and women of all levels of position without descimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIB).

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

BARBARA H. DALIMOOS

Human Resource Management Officer I

Municipality of Libagon, Libagon, So. Leyte

hrmo.libagon2022@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.