

Republic of the Philippines  
**MGO PIDDIG, ILOCOS NORTE**  
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 PIDDIG, ILOCOS NORTE in the CSC website:

**JAYSON L. ANTONIO**

**Human Resource Management Officer**

Date: 18-Jan-19

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	Assessment Clerk I	42	4	124, 104.00	Completion of two years studies in college	None required	None required	CS Sub- Professional	N/A	Assessor's Office
2	Administrative Aide III (Clerk I)	39	3	P109,320.00	Completion of 2 years studies in college	None required	None required	Career Service subprofessional	N/A	Municipal Treasurer's Office
3	Local DRRM Assistant (New)	8	8	P156312.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience on DRRM	Career Service subprofessional/1st level eligibility	N/A	LDRRM 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 February 04, 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](http://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:

**Jayson L. Antonio**  
**Human Resource Management Officer**  
**Brgy. 02, Anao, Piddig, Ilocos Norte**  
[jaysonantonio82@yahoo.com](mailto:jaysonantonio82@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.