

Republic of the Philippines
Municipal Government of Bansud
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Municipal Government of Bansud, Oriental Mindoro in the CSC website:

ANGEL M. SAULONG

(Head of Agency)

Date: July 6, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	Administrative Aide III	74	SG-3	116,148.00	Completion of two (2) years studies in college	None Required	None Required	CS Sub-Professional (First level Eligibility)	Records Management	Bansud, Oriental Mindoro

Due to urgency to fill-up the following positions 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 July 16, 2018

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 present position for one (1) year (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:

HON. ANGEL M. SAULONG
Municipal Mayor
Poblacion, Bansud Oriental Mindoro
mmb.pa.saulong@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.