


Republic of the Philippines
City Government of Cabuyao Laguna
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**


ROSAURO B. PURA
CGDH - HRMO


Date: June 22, 2018

This is to request the publication of the following vacant positions of City Government of Cabuyao Laguna in the CSC website:

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	BOOKBINDER III	22	SG - 7	P 15,254.00	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	None Required		Office of the City Mayor
2	UTILITY WORKER I	149, 150	SG - 1	P 10,510.00	Must be able to read and write	None required	None required	None Required		Office of SP Legislative
3	UTILITY WORKER I	185	SG - 1	P 10,510.00	Must be able to read and write	None required	None required	None Required		Office of SP Secretariat
4	UTILITY WORKER I	223	SG - 1	P 10,510.00	Must be able to read and write	None required	None required	None Required		Office of the CPDC
5	BOOKBINDER II	300	SG - 4	P 12,674.00	Elementary School Graduate	8 hours of relevant training	2 years of relevant Experience	None required		Office of the City Accountant
6	COMPUTER OPERATOR II	386	SG - 9	P 17,473.00	Completion of 2 years studies in college or high school graduate with relevant vocational/ trade course	4 hours or relevant training	1 year of relevant experience	Career Service (Subprofessional)		Office of the City Assessor

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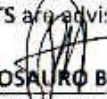
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7	AGRICULTURAL TECHNOLOGIST I	637	SG - 10	P 18,718.00	Bachelor's degree relevant to the job	None required	None Required	Career Service (Professional)		Office of the City Agriculturist

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 _____.

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:


ROSALURO B. PURA
CGDA - HRMO
Rosario Vill. Brgy. Sala, Cabuyao, Laguna
hrmo_cabuyao@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.