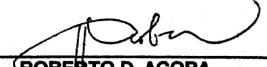


Republic of the Philippines
Province of Laguna
Municipality of Siniloan, Laguna

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Municipality of Siniloan, Laguna in the CSC website:

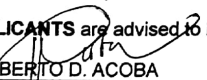

ROBERTO D. ACOBA
Municipal Vice-Mayor
Date: June 11, 2018

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	Clerk II	29	4	10,332	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level	NPP Updating/On-going	Sangguniang Bayan 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 _____.

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:


ROBERTO D. ACOBA
Municipal Vice-Mayor
Municipality of Siniloan, Laguna

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.