

Republic of the Philippines
MUNICIPALITY OF CATANAUAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government Unit of Catanauan, Quezon in the CSC website:

Atty. ALMIRA A. ORFANEL

Municipal Mayor

Date: July 11, 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	MUNICIPAL ASSESSOR	97	24	695688.00	Bachelor 's Degree preferably Civil or Mech. Engineering, commerce or other related course	NONE	3 years experience in real property assessment work or in any related field	RA 1080 (Real Estate Service)		MUNICIPAL ASSESSOR
1	HEAVY EQUIPMENT OPERATOR II	120	6	149592.00	High School Graduate or Completion of relevant vocational/trade course	NONE REQUIRED	NONE REQUIRED	Heavy Equipment Operator(MC 11, S. 96-Cat. I)		MEO

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 25, 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:

Atty. ALMIRA A. ORFANEL

Municipal Mayor

Office of the Municipal Mayor, Municipal Building Catanauan, Quezon
alive023@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.