

Republic of the Philippines
Province of Romblon
MUNICIPALITY OF FERROL
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 Ferrol, Romblon in the CSC website:

JOVENCIO LI. MAYOR, JR.
(Head of Agency)

Date: July 16, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide V (Legal Aide)	32	5	7,244.00	Completion of two years studies in college	none required	none required	First level	N/A	LGU-Ferrol, Romblon

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:

JOVENCIO LI. MAYOR, JR./LGU Ferrol, Romblon
Municipal Mayor
Ferrol, Romblon
lgu_ferrol@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.