



Republic of the Philippines
Province of Romblon
Municipality of Corcuera
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 Corcuera, Romblon in the CSC website:

Rachel
Atty. RACHEL S. M. BAÑARES
(Head of Agency)

Date: July 03, 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	Budgeting Aide	033	SG-04	8,736.00	Completion of two years studies in college	None Required	None Required	Career Service Sub-Professional	N/A	Office of the Mun. Budget Officer
2	Local DRRM Assistant	056	SG-08	11,073.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience on DRRM	Career Service Sub-Professional	N/A	Office of the LDRRMO
3	Local DRRM Assistant	058	SG-08	11,073.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience on DRRM	Career Service Sub-Professional	N/A	Office of the LDRRMO
4	Municipal Agriculturist	059	SG-24	45,091.00	Bachelor's degree in Agriculture or any related course	None Required	3 years acquired experience in Agriculture or in a related field	Relevant RA 1080	N/A	Office of the Mun. Agriculturist
						----- NOTHING FOLLOWS -----				

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:

Atty. RACHEL S. M. BAÑARES

Municipal Mayor

Poblacion, Corcuera, Romblon

officeofthemayor.corcuera@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.