

Republic of the Philippines
LOCAL GOVERNMENT ACADEMY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LOCAL GOVERNMENT ACADEMY in the CSC website:

DONNA JEANNE M. YARCIA

HRMO

Date: _____
17-Jun-19

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Local Government Operations Officer V	LGAB-LGOO5-4-1998	20	51,155.00	Bachelor's degree	Completion of training course for LGOOs	2 years relevant work experience	Career Service Professional / Second Level Eligibility		LGA
2	Local Government Operations Officer III	LG003-4-2013	15	30,531.00	Bachelor's degree	80 hours of training in Local Governance Operations and Planning, Strategic Thinking and Community Development	1 year relevant work experience	Career Service Professional / Second Level Eligibility		LGA
3	Statistician I	LGAB-STAT1-1-1998	11	20,754.00	Bachelor's degree relevant to the job	None required	None required	Career Service Professional / Second Level Eligibility		LGA

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4	Administrative Officer V (Budget Officer III)	LGAB-ADOF5-2-2005	18	40,637.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years relevant work experience	Career Service Professional / Second Level Eligibility		LGA
5	Administrative Aide VI	LGAB-ADA6-12-2005	6	14,847.00	Completion in two year studies in college	None required	None required	Career Service Sub-Professional / First Level Eligibility		LGA
6	Administrative Aide VI	LGAB-ADA6-11-2005	6	14,847.00	Completion in two year studies in college	None required	None required	Career Service Sub-Professional / First Level Eligibility		LGA

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 June 27, 2019.

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 last rating period** (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:

DONNA JEANNE M. YARCIA

Human Resource Management Officer III

8F Agustin I. Bldg. F. Ortigas Jr. Road, Ortigas Center, Pasig City

lgahrmu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.