

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: 04-Mar-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 III	LGAB- LG003-2- 1998	15	29,010	Bachelor's Degree	80 hours of training in Local Governance Operations & Planning	1 year of relevant experience	Career Service Professional (Second 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 **March 14, 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](http://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:

**THELMA T. VECINA, CESO IV**

Executive Director

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

[lgarmu@gmail.com](mailto:lgarmu@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.