


Republic of the Philippines
CGO MUNTINLUPA, NCR
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 CGO MUNTINLUPA, NCR in the CSC website:


Elizabeth A. Gaviola
Acting Head, CHRMD
HRMO

Date: 11/22/2022

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	PLANNING OFFICER III	08	18-1	45203	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		CITY PLANNING AND DEVELOPMENT OFFICER (LAND MANAGEMENT DIVISION-ZONING SECTION)

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 December 7, 2022.

1. Fully accomplished **Personal Data Sheet (PDS)** with recent passport-sized picture (CS Form No. 212, Revised 2017) and **Work Experience Sheet** 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;
4. Photocopy of Transcript of Records; and
5. Certificate of Training.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:


Elizabeth A. Gaviola
Acting Head, CHRMD
City Hall, Main Building, National Road, Putatan, Muntinlupa City
lgumunti.recruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

MANAGEMENT INFORMATION
SYSTEMS OFFICE
Received by *Nhene Argon*
Date 11/22/2022 Time 9:24 Am

**CHRMD
FOR POSTING**

BY: *AG*
DATE: 11/22/22