


Electronic copy to be submitted to  
the CSC FO must be in MS Excel

Republic of the Philippines  
**MAINIT MUNICIPAL GOVERNMENT**  
MAINIT, SURIGAO DEL NORTE  
**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 MAINIT in the CSC website:

  
**CRISANTA O. MONDANO**  
Municipal Mayor  
Date: March 26, 2018

No.	Position Title	Plantilla Item No.	Salary/Job Pay Grade	Annual Salary (Peso)	QUALIFICATION STANDARDS					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Construction & Maintenance Man	69	24/1	91,428.00	Elementary School Graduate	none required	none required	none required		Municipal Engineering Office, LGU-Mainit, Surigao del Norte

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 April 15, 2018:

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 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:

**HON. CRISANTA O. MONDANO**

Municipal Mayor

Mainit, Surigao del Norte

Thru: **SUSIE E. MOSENDE**

Human Resource Management Officer

email add: [susiemosende@yahoo.com](mailto:susiemosende@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED**