


Republic of the Philippines
Roxas City Government
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Roxas City Government in the CSC website:


ANGEL ALAN B. CELINO
City Mayor

Date: July 02, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
01	Livestock Inspector 1	08	06	154872	Completion of two years studies in college	None Required	None Required	CS-Sub.Professional/ First Level Eligibility		City Veterinarian's Office
02	Construction and Maintenance Foreman	29	08	175848	High School Graduate	One (1) year of relevant experience	Four (4) hours of relevant training	None Required (MC II ,S.96 - Cat.III)		City Engineer's Office
03	Administrative Aide IV (Storekeeper 1)	08	04	136884	Elementary School Graduate	None Required	None Required	None Required (MC II ,S.96 - Cat.III)		City HealthOffice
04	Administrative Aide II (Bookbinder 1)	28	02	10080	Elementary School Graduate	None Required	None Required	None Required (MC II ,S.96 - Cat.III)		City Assessor's Office
05	Construction and Maintenance Foreman	49	08	175848	High School Graduate	One (1) year of relevant experience	Four (4) hours of relevant training	None Required (MC II ,S.96 - Cat.III)		City Engineer's Office

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 July 19, 2018.

We also welcome Persons With Disability (PWD) and Members of Indigenous Communities and those from any Sexual Orientation and Gender Identities (SOGI) to the above-named vacancies.

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:

ANGEL ALAN B. CELINO

City Mayor

Roxas City Government

roxas.city@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.