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| <b>Place of Assignment :</b>  | Sangguniang Bayan Office                   |
| <b>Position Title :</b>       | LOCAL LEGISLATIVE STAFF OFFICER II         |
| <b>Plantilla Item No. :</b>   | 20   |
| <b>Salary/Job/Pay Grade :</b> | 13   |
| <b>Monthly Salary :</b>       | Php 26,622.00                              |
| <b>Eligibility :</b>          | Career Service (Professional) Second Level |
| <b>Education :</b>            | Bachelor's Degree relevant to the job      |
| <b>Training :</b>             | None Required                              |
| <b>Work Experience :</b>      | None Required                              |
| <b>Competency :</b>           | N/A  |

**Instructions/Remarks :**

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 January 30, 2023.

**Documents:**

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.
5. Sex, Gender, Race, Religion and Ethnicity will not be a preference.

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

JAYSON E. FERRER

**Vice Mayor & Presiding Officer**

Aritao, Nueva Vizcaya 3704

[Sangguniangbayan\\_lguaritao@yahoo.com](mailto:Sangguniangbayan_lguaritao@yahoo.com)

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

**Posting Date :** January 13, 2023

**Closing Date :** January 30, 2023