

Republic of the Philippines  
Municipality of Alcantara  
Request for Publication of Vacant Positions

CSC FO CEBU SOUTH RECEIVED  
Electronic copy to be submitted to the CSC FO must be in MS Excel format

DATE MAY 17 2022  
TIME: 9:29

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Municipality of Alcantara in the CSC website: KAREN B. LISONDRA of actual publication in the CSC Job portal.  
Date: May 17, 2022

KAREN B. LISONDRA  
HRMO

HRMO

May 17, 2022

Date:

ROSEVE O. ROCA  
HUMAN RESOURCE SPECIALIST

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Rural Sanitation Inspector	37	6	16,200.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) / First Level Eligibility	Municipality of Alcantara, Rural Health Unit
2	Disbursing Officer II	54	8	12,776.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) / First Level Eligibility	Municipality of Alcantara, Municipal Treasurer's Office
3	Revenue Collection Clerk I	24	5	10,693.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) / First Level Eligibility	Municipality of Alcantara, Municipal Treasurer's Office
4									
5									

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 June 3, 2022.

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:

KAREN B. LISONDRA  
HRMO  
Municipal Hall, Poblacion, Alcantara, Cebu  
[alcantaratourism@gmail.com](mailto:alcantaratourism@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Interested and qualified applicants, regardless of gender, civil status, age, disability, ethnicity, and members of the Indigenous Communities, and those from any Sexual Orientation and Gender Identities and Expression (SOGIE) are invited to apply.