

Republic of the Philippines
Province of Bukidnon
CITY OF VALENCIA

Human Resource Management Office

City Hall Compound, Catarata St., Brgy. Poblacion

Tel. No. (088) 315 0419

August 20, 2018

NOTICE

Please be informed that there will be hiring of the vacant positions attached.

All interested applicants including Persons With Disability are enjoined to submit the following documents relative to the filling up of the aforementioned items to the HRMO not later than **September 4;** to wit;

1. Application Letter (Addressed to the City Mayor thru the HRMO)

Ex.


AZUCENA P. HUERVAS
City Mayor
City of Valencia, Bukidnon

Thru:

ABE P. GILLACO, MPA
CGDH (HRMO)
City of Valencia, Bukidnon

2. Duly accomplished Personal Data Sheet Revised 2017(1 copy)
3. Transcript of Records (1 copy) - photocopy
4. Certificate of Employment, Service Record; Designation Orders; Certificate of Good Standing from previous/present employer (*for outsider applicants*) (1 photocopy) -
5. Eligibility (CSC/PRC) (1 photocopy)
6. Certificates of Trainings/Seminars. (1 photocopy)
7. IPCR for Two Rating Periods (*for outsider applicants*)

Submission of application letters after the deadline will no longer be entertained.


ABE P. GILLACO, MPA
CGDH (HRMO)