

EOP Guidelines:

Job applicants shall be treated equally and shall be given the same set of opportunities regardless of their age, sex, race, disability, sexual orientation, culture or anything other than personal characteristics that might be discriminated against.

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 7, 2025.

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 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:

ARELLANO L. ABAS

MGDH I / HRMO V

Human Resource Management Office

hrmo@candelaria.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.