


Republic of the Philippines
MUNICIPAL GOVERNMENT OF DULAG, LEYTE
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of LGU-Dulag, Leyte in the CSC website:


ATTY. MILDRED JOY QUE, CPA
(Head of Agency)

Date: 4 OCT 2018

No.	Position Title	Plantilla Item No.	Salary Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Municipal Government Department Head I (Municipal Treasurer)	5.1	24	618,396.00	Bachelor's Degree preferably in Commerce, Public Administration or Law	None	3 years experience in treasury or accounting service	First Grade Civil Service Eligibility or its equivalent	Municipal Treasurer's Office, LGU-Dulag, Leyte

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 **31 October 2018**.

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:

ATTY. MILDRED JOY QUE, CPA
Municipal Mayor
LGU-Dulag, Leyte
mique.dulagju@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.