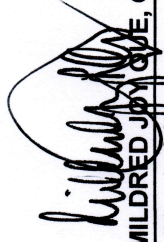


Republic of the Philippines
MUNICIPAL GOVERNMENT OF DULAG, LEYTE
Request for Publication of Vacant Positions

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: **20 NOV 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 (General Services Officer)	1.41	24	618,396.00	Bachelor's degree preferably in Public Administration, Business Administration or Management	None required	3 years experience in general services, including management of supply, property, solid waste disposal and general sanitation	First Grade Civil Service Eligibility or its equivalent	General Services Office, LGU-Dulag, Leyte
2	Licensing Officer I	1.42	11	188,352.00	Bachelor's Degree	None required	None required	CS Professional; 2nd level eligibility	Office of the Municipal Mayor, LGU-Dulag, Leyte
3	License Inspector I	1.23	6	132,972.00	Completion of 2 years studies in college	None required	None required	CS Subprofessional; 1st level eligibility	Office of the Municipal Mayor, 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 **10 December 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.dulaglgu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.