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

Republic of the Philippines Municipality of Lavezares PROVINCE OF NORTHERN SAMAR

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-LAVEZARES, N. SAMAR in the CSC website:

ENGR. QUINTIN B. SALUDAGA Myricipal Mayor

Date: August 15, 2018

No.		Plantilla Item No.	Salary/ Job/		Qualification Standards					Place of
	Position Title		Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
1	Municipal Treasurer I	14	24./1	Php 54,974.00	Bachelor's degree preferably in Commerce, Public Administration Law	None	3 years in Treasury or Accounting Service	BCLTE Passer / 1st Grade or its equivalent		Mun. Treas. Office
2	Midwife I	42-1	9./1	Php16,986	Completion of the Midwifery Course	4 hrs of relevant training	1 year of relevant experience	RA 1080		МНО
3	Administrative Aide I (Utility Worker I)	62	1./1	Php 7,883.00	Must be able to read and write	None Required	None Required	None Required		Mayor'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 31, 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:

ENGR. QUINTIN B. SALUDAGA Municipal Mayor

Office of the Mayor, LGU-Lavezares, 6404 Northern Samar

lavezareslgu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.