

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF MASLOG, EASTERN 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-Maslog, Eastern Samar in the CSC website:


HERACLIO C. SANTIAGO
Municipal Mayor
Date: 08/07/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Mun. Gov't. Dept. Head I (Mun. Budget Officer)	13	SG-24	₱45,091.00	Bachelor's Degree or it's equivalent	8 hours of relevant training	3 years of relevant experience	Career Service Professional (2nd Level)	N/A	LGU-Maslog, E. Samar
2	Mun. Gov't. Dept. Head I (General Services Officer)	52	SG-24	₱45,091.00	Bachelor's Degree on Public Administration/ Business Admin.	None required	None required	Career Service Professional (2nd Level)	N/A	LGU-Maslog, E. Samar
3	Mun. Gov't. Dept. Head I (Mun. Civil Registrar)	30	SG-24	₱45,091.00	Bachelor's Degree	8 hours of relevant training	3 years	Career Service Professional (2nd Level)	N/A	LGU-Maslog, E. Samar
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 _____

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:

HERACLIO C. SANTIAGO
Municipal Mayor
LGU-Maslog, Eastern Samar
N/A

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.