


Republic of the Philippines
LGU BOBON
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU BOBON in the CSC website:


CLARA C. GREMIO
(Head of Agency)

Date: October 16, 2019

No.	Position Title	Plantilla Item No.	Salary Grade/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	MUNICIPAL GOVERNMENT ASSISTANT DEPARTMENT HEAD I Assistant Municipal Treasurer)	24	22/1	Php 39,587.00	Bachelor's Degree	16 Hours of relevant training	3 years experience in Treasury or Accounting service	Career Service (Professional) Second Level Eligibility		MUNICIPAL TREASURER OFFICE
2										

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 **October 31, 2019.**

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:

CLARA C. GREMIO
Municipal Mayor
Brgy. General Lucban, Bobon Northern Samar
clara13.gremio@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.