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Republic of the Philippines
LGU - San Miguel, Leyte
Request for Republication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the republication of the following vacant positions of LGU - San Miguel, Leyte in the CSC website due to the incorrect information of the Position Title, Plantilla Item Number and the data under the Training and Experience of the Qualification Standard.

Date: December 29, 2020

NORMAN D. SARDAO
Municipal Mayor

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards			Eligibility	Competency	Place of Assignment
					Education	Training	Experience			
1	Administrative Officer IV (HRMO II)	3-1	SG 15	24,040.00	Bachelor's Degree relevant to the job	4 hours relevant training	1 year relevant experience	Career Service (Professional) 2nd Level eligibility	NA	Office of the HRMO
5	Municipal Government Department Head I (Municipal Planning and Development Coordinator)	37	SG 24	62,555.00	Bachelor's Degree preferably in Urban Planning and Development Studies Economics, Public Administration or any related course	None required	3 year experience in development planning or any related field	RA 1080 (Environmental Planning)	NA	Office of the MPDC

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/training/license; and
4. Photocopy of Training/PT of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

NORMAN D. SARDAO

Municipal Mayor
(Position Title)

Real Street, Brgy. Libong, San Miguel, Leyte