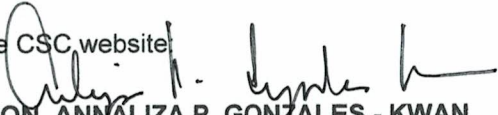


Republic of the Philippines
MGO GUIUAN, EASTERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO GUIUAN, EASTERN SAMAR in the CSC website


HON. ANNALIZA P. GONZALES - KWAN
Municipal Mayor

Date: 09/20/21

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Department Head I (Municipal Budget Officer)	14	24	72,313	Holder of a college degree preferably in accounting, economics, public administration, or any related course from a recognized college or university.	None Required	Three (3) years experience in government budgeting or any related field.	First grade civil service eligible or its equivalent.		Office of the Municipal Budget Officer
nothing follows										

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 1, 2021.

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 last rating period** (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:

HON. ANNALIZA P. GONZALES - KWAN
Municipal Mayor
2nd Flr., Municipal Hall Bldg., Guiuan, E. Samar
hr@guiuan.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.