

Republic of the Philippines  
**MGO PARANAS (WRIGHT), SAMAR (WESTERN)**  
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 PARANAS (WRIGHT), SAMAR (WESTERN) in the CSC website:

  
JESUS B. ROYANDOYAN  
HRMO

Date: December 1, 2021

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 Assistant Department Head I	12-1	22	58,153.00	Bachelor's Degree (Preferably in Bachelor of Science Major in Accountancy)	120 Hours of supervisory / management learning and development intervention	3 Years of supervisory / management experience	Career Service Professional/S econd Level Eligibility (Preferably an RA 1080 - CPA)	1. Building Collaborative, inclusive Working Relationship. 2. Leading Change 3. Creating and Nurturing a High Performing Organization 4. Managing Performance and Coaching for Results 5. Thinking Strategically and Creatively	Office of the Municipal Accountant

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 December 16, 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](http://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:

**JESUS B. ROYANDOYAN**  
Supervising Administrative Officer  
LGU-Paranas  
[jess.royandoyan@gmail.com](mailto:jess.royandoyan@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**