

Republic of the Philippines
(Name of Agency)
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 LGU-Silvino Lubos N. Samar in the CSC website:

Norma B. Tenedero
NORMA B. TENEDERO

HRMO

Date: September 30, 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 Department Head 1 (Municipal Budget Officer)	MBO-1	'24/1	P65,057.00	Bachelor's Degree preferably in Accounting Economics, Public Administration or any related field.	NONE	3 years experience in Government budgeting or any related field	First grade or its equivalent		LGU-Silvino Lubos

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 18, 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:

Norma B. Tenedero
NORMA B. TENEDERO

AO-1 (Human Resource Management officer-I)

Poblacion 2, Silvino Lubos Northern. Samar

normabtenedero_lgu@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.