



Republic of the Philippines  
**MGO HINABANGAN, SAMAR (WESTERN)**  
 Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO  
 must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO HINABANGAN, SAMAR (WESTERN) in the CSC website.

  
**REX DACANAY**

*HRMO*

Date: April 18, 2024

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	MGDHI- HRMO-24-2024	24	67,559.00	Bachelor's Degree	24 hours of training in management and supervision	4 years in position/s involving management and supervision	Career Service (Professional) Second Level Eligibility	>Building collaborative, inclusive working relationships; >Managing performance and coaching for results; >Leading change; >Thinking strategically and creatively; >Creating and nurturing a high performing organization- ADVANCED	Municipal Human Resource Management Office
***Nothing Follows***										

**NOTE: Must be a citizen of the Philippines, a RESIDENT OF THE LOCAL GOVERNMENT UNIT CONCERNED and of good moral character.**

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 May 03, 2024.

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.

5. *This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).*

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

**HON. CLARITO P. ROSAL**

*Municipal Mayor*

*Brgy. Rawis, Hinabangan, Samar*

[hrmoLGUhinabangan07@outlook.com](mailto:hrmoLGUhinabangan07@outlook.com)

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