

Republic of the Philippines
MUNICIPAL GOVERNMENT OF DULAG, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Dulag, Leyte in the CSC website:


ATTY. MILDRED JOY QUE, CPA
(Head of Agency)

Date: 03 SEP 2018

No.	Position Title	Plantilla Item No.	Salary Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Municipal Government Department Head I (Municipal Planning and Development Coordinator)	4.1	24	618,396.00	Bachelor's Degree preferably in Urban Planning, Development Studies, Economics, Public Administration or any related course	None	3 years experience in development planning or in any related field	RA 1080 (Environmental Planner)	Municipal Planning and Development Office, LGU-Dulag, Leyte
2	Municipal Government Department Head I (Municipal Assessor)	6.1	24	618,396.00	Bachelor's Degree preferably in Civil or Mechanical Engineering, Commerce, or any related field	None	3 years experience in real property assessment work or in any related field	RA 1080 (Real Estate Service)	Office of the Municipal Assessor, LGU-Dulag, Leyte
3	Administrative Aide III (Clerk I) (Casual)	-	3		Completion of 2 years studies in college	None	None	None	Municipal Health Office, LGU-Dulag, Leyte

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 17 September 2018.

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/rating/license; and
4. Photocopy of Transcript of Records.

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

ATTY. MILDRED JOY QUE, CPA
Municipal Mayor
LGU-Dulag, Leyte
mique.dulaggu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.