

Republic of the Philippines  
LOCAL GOVERNMENT UNIT OF LA PAZ  
Request for Publication of Vacant Positions

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

RECEIVED  
JUL 03 2018  
CIVIL SERVICE COMMISSION  
LEYTE FIELD OFFICE

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU - La Paz in the CSC website:

LESMES C. LUMEN, M.D.

Municipal Mayor

Head of Agency

Date: JULY 3, 2018

No	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Local Revenue Collection Officer - I	57	11	P164,808.00	Batchelor's Degree Relevant to the Job	12 Hours of relevant training	2 years experience	CS Prof.	N/A	LGU - La Paz
2	Revenue Collection Clerk - II	28	7	P124,200.00	Batchelor's Degree Relevant to the Job	4 Hours of relevant training	1 years experience	CS Sub Prof.	N/A	LGU - La Paz
3										

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 JULY 31, 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](http://www.csc.gov.ph); with attached Work Experience Sheet (4 copies)
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license
4. Photocopy of Transcript of Records.

LESMES C. LUMEN, M.D.  
Municipal Mayor  
LGU - La Paz  
La Paz, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.