



Republic of the Philippines
LOCAL GOVERNMENT UNIT-LOPE DE VEGA
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 LGU-Lope de Vega in the CSC website:


ANATAN PALLOC
Municipal Mayor

Date: JANUARY 08, 2018

No.	Position Title	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 (Municipal Treasurer)	41	24	54, 974.00	Bachelor Degree Preferably in Commerce, Public Administration and Law	None Required	3 years experience in treasury or accounting service.	First Grade or its equivalent		Municipal Treasurer's Office LGU-Lope de Vega

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 January 24, 2019. Equal opportunity is provided to PWD's

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:

ANA TAN PALLOC
Municipal Mayor
LGU-Lope de Vega, Northern Samar
palloc_ana56@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.