


Republic of the Philippines
LOCAL GOVERNMENT UNIT - MASLOG, EASTERN SAMAR
 Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Local Government Unit of Maslog in the CSC website:

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	Mun. Gov't. Dept. Head I (Mun. Treasurer)	20	24	45,091.00	college degree holder preferably in commerce, public administration or law from a recognized college or university	at least 24 hrs training related to treasury services	at least three (3) years experience in treasury and accounting services	First grade civil service eligible or its equivalent.		Maslog, E. Samar

Date: 12-21-2018


HERACLIO C. SANTIAGO
 MUNICIPAL MAYOR

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 _____

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:

HERACLIO C. SANTIAGO

Municipal Mayor

Municipal Hall, Maslog, E. Samar



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.