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must be in MS Excel format

Republic of the Philippines
LGU PARANAS
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU PARANAS in the CSC website:



ATTY. EUNICE U. BABALCON
(Head of Agency)

Date: June 14, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Department Head (Municipal Treasurer I)	3	24	747,648.00	Bachelor's Degree preferably in Commerce, Public Administration or Law	None Required	3 Years experience in treasury or accounting service	First Grade Civil Service Eligible or its equivalent		Treasurer's Office

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 MARCH 16,

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. EUNICE U. BABALCON

Municipal Mayor

LGU Paranas, Paranas, Samar

ebabalcon@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.