

Republic of the Philippines  
**LGU, SAN JORGE, SAMAR**

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU, San Jorge, Samar in the CSC website:

**CARINA L. RAYANDAYAN**  
**HRMO**

Date: 10/8/2018

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Treasurer	32-33	24	659,456.00	Bachelor's degree preferably in commerce public administration or Law	None	3 yrs. Experience in treasury or acctng. service	1st Grade or its equivalent BCLTE	Credibility/Confidentiality Personal Effectiveness Collaborative Skills Communication Proficiency	Municipal Treasurer's Office
	-X-X-X-									

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 October 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);
2. Performance rating **in the last rating period** (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:

**CARINA L. RAYANDAYAN**  
**HRMO**  
LGU, San Jorge, Samar  
[rayandayan@yahoo.com](mailto:rayandayan@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.