

Republic of the Philippines Municipality of Albuera Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request for publication of the following vacant positions, which are authorized to be filled, at the ___LGU - Albuera, Leyte__ in the CSC website:

CHASTITY H. BART

. . .

Date:

September 23, 2020

No.	Position Title (Parenthetical Title, if applicable)			Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Residency	Place of Assignment
1	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (Municipal Treasurer)	91	24	68,059.00	Bachelor's degree preferably in Commerce, Public Administration or Law	None required	3 years experience in treasury or accounting service	Career Service Professional/Second Level Eligibility	Resident of Albuera, Leyte	LGU Albuera - Municipal Treasurer's Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send address to HON.SIXTO B. DELA VICTORIA, Municipal Mayor below not later than October 8, 2020.

- 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 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:

SIXTO B. DELA VICTORIA

Municipal Mayor
Municipal Hall, Poblacion, Albuera, Leyte
hrmo.albuera@gmail.com/lgualbuera2019@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.