

Republic of the Philippines  
LGU-Allen, N. 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-Allen N. SAMAR in the CSC website:

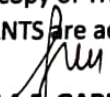
**MA. BELLA F. GARDOQUE**  
**HRMO**  
**Date: July 30, 2020**

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	
1	Municipal Treasurer	39	24	P58,384.00	Bachelor's Degree in Commerce, Public Admin- tration or Law	None	3 years experience in treasury or accounting service	First grade civil service eligible or its equivalent		MTO

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 August 15, 2020.

1. Fully accomplished Personal Data Sheet(PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be download 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:

  
**MA. BELLA F. GARDOQUE**

**MGDH/HRMO**

**LGU-ALLEN, N. SAMAR**

[bella.gardoque@yahoo.com.ph](mailto:bella.gardoque@yahoo.com.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**