

Republic of the Philippines  
Local Government of Balangiga  
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 of Balangiga in the CSC website:

  
**HON. RANDY D. GRAZA**  
(Head of Agency)

Date: November 27, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Municipal Government Department Head I (Municipal Planning and Development Coordinator I)	10-01	SG 24	63,806.00	Bachelor's degree in Urban Planning, Development Studies, Economics, Public Administration or any related course	None	3 years experience in development planning or in any related field	RA 1080 (Environmental Planner)		Municipal Planning and Development Office, LGU-Balangiga, Eastern Samar

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 December 18, 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](http://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:

  
**HON. RANDY D. GRAZA**  
Municipal Mayor  
Municipal Hall, Balangiga, Eastern Samar

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