

Republic of the Philippines  
(Name of Agency)  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the LGU-Balangkayan in the CSC website:

  
MA. JUBETH B. GLOBIO  
HRMO

Date: January 16, 2020

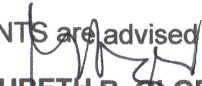
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Department Head 1 (Municipal Treasurer)	23	24/1	58,384.00	Bachelor's Degree Preferably in Commerce, Public Administration or Law	NONE REQUIRED	3 yrs experience in Treasury or Accounting Service	First Grade or its equivalent	(not applicable)	LGU-Balangkayan Mun. Treasurer's Office

Other Required Qualification Standard: Under the Local Government Code : **No person shall be appointed treasurer unless he/she is a citizen of the Philippines, a resident of the LGU concerned, and of good moral character.**

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 24, 2019.

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:

  
MA. JUBETH B. GLOBIO  
Human Resource Management Officer I  
LGU-Balangkayan, Eastern Samar  
[jubeth.globio@yahoo.com](mailto:jubeth.globio@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.