

Republic of the Philippines
LOCAL GOVERNMENT UNIT - DOLORES, EASTERN SAMAR
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Dolores, Eastern Samar in the CSC website:

SHONNY NINO R. CARPESO
(Head of Agency)
Date: May 24, 2020

No.	Position Title	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 I (Municipal Accountant)	1081-1	24	P66,725.00	Bachelor's Degree in Commerce/ Business Administration, Major in Accounting	None Required	3 years experience in treasury or accounting service	R.A. 1080 (CPA)		Mun. Accounting Office
2										

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 June 11, 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 present position for one (1) year (if applicable);
 3. Photocopy of certificate of eligibility/rating/license; and
 4. Photocopy of Transcript of Records.
5. Preferably a resident of Dolores, Eastern Samar.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

SHONNY NINO R. CARPESO

Municipal Mayor

thru: ELDA P. ACUDESIN

Admin. Off. I/HRMO-Designate

LGU-Dolores, Eastern Samar

eldaacudesin@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.