


**Republic of the Philippines
MUNICIPAL GOVERNMENT OF DULAG, LEYTE
Request for Publication of Vacant Positions**

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Dulag, Leyte in the CSC website:


EUTIQUIO C. GLØBIO, JR.
 HRMØ

Date: 16 June 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Municipal Government Department Head I (General Services Officer)	1.41	24	66,725.00	College degree on public administration, business administration and management	None required	3 years experience in general services, including management of supply, property, solid waste disposal, and general sanitation	First grade Civil Service Eligibility or its equivalent	General Services Office

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 1 July 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:

ATTY. MILDRED JOY QUE, CPA

Municipal Mayor
Municipal Hall, Rizal Ave., cor. Capitan Ciudad St.
Brgy. Buntay (Pob.), Dulag, Leyte 6505
mique.dulaglg@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.