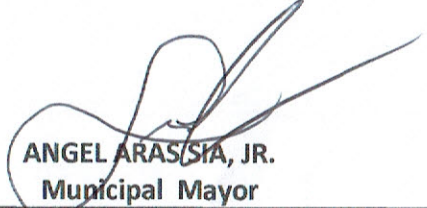


Electronic copy to be submitted to the CSC FO
must be in MS Excel format

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF LA PAZ, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU - La Paz in the CSC website:


ANGEL ARAS/SIA, JR.
Municipal Mayor
Head of Agency

Date: September 3, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Assistant Municipal Treasurer	24	22	P 493,224.00	Bachelors Degree Relevant to the Job	16 hours Relevant Training	3 years Relevant Experience	CS Prof.		LGU - La Paz

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 September 30, 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; with attached Work Experience Sheet (4 copies)
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license
4. Photocopy of Transcript of Records.
5. Photocopy of certificates of trainings attended for the last 5 years

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

ANGEL ARAS SIA, JR.
Municipal Mayor
LGU - La Paz
La Paz, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.