

Republic of the Philippines
LGU-Lapinig, Northern Samar
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU-Lapinig, N. Samar in the CSC website:

MA. LUISA A. MENZON, M.D.

Municipal Mayor

Date: December 12, 2019

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 (Municipal Agriculturist I)	31	24	P51,309.00	Bachelor's Degree in Agriculture or any related course	None	3 years acquired experience in agriculture or in a related field	First grade or its equivalent		Office of Agricultural Services LGU-Lapinig, N. Samar
2	Municipal Government Department Head (Municipal Civil Registrar I)	13	24	51,309.00	Bachelor's Degree	None	3 years experience in civil registry work	First grade or its equivalent		Office of the Municipal Civil Registrar LGU-Lapinig, N. 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 _____.

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:

MA. LUISA A. MENZON, M.D.

Municipal Mayor

Lapinig, N. Samar

maloumenzon@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	28 Laborers	N.A.	1	P7,040.00	College Level	None Required	None required	None Required	N.A.	MTO, Acctg., MCR, Assessor, Agr'l. Services, MSWDD, RHU, Mayor's Office, MPDO, Engineering
2	3 Utility Workers	N.A.	1	7,040.00	HS Graduate	None Required	None Required	None Required	N.A.	RHU, Mayor's Office

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