



Republic of the Philippines  
Province of Southern Leyte  
CITY OF MAASIN

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions in the **Local Government Unit of Maasin City** in the CSC website:

VICTORIA D. MARAON

SAO-HRMO IV

Date: September 3, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	1 City Treasurer	2019-P-189	SG25	P80,821.00	Master's Degree or Holder of a Certificate in Leadership and Management from the Civil Service Commission	supervisory/ management learning and development intervention undertaken within	Five (5) years of supervisory/ management experience	Career Service Professional, Second Level Eligibility		City Treasury Services Office
					Including the requirements of Filipino Citizenship, of good moral character and a resident of the Local Government Unit concerned					

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 17, 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 present position for one (1) year (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:

**VICTORIA D. MARAON**

SAO-HRMO IV

Local Government Unit - Maasin City

E. Rafols St., Tunga-Tunga, Maasin City, Southern Leyte

[lgumaasincity@yahoo.com](mailto:lgumaasincity@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**