

**Republic of the Philippines
Local Government Unit (LGU) - MacArthur, Leyte
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 LOCAL GOVERNMENT UNIT-MacArthur, Leyte in the CSC website:

REX JONATHAN T. LUMBRE
HRMO I

Date: NOVEMBER 9, 2020

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 Treasurer)	34	24	P 58, 384.00	Eachelor's Degree preferably in Commerce, Public Administration or Law	None required	3 years experience in treasury or accounting service	First Grade or its Equivalent		Municipal Treasury Office- MacArthur, Leyte
2										
3										
4										
5										

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 **NOVEMBER 25, 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:

HON. RUDIN T. BABANTE

Municipal Mayor

LGU MacArthur, Leyte

THRU: Rex Jonathan T. Lumbre

HRMO I

rexlumbre1973@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.