

Republic of the Philippines
LGU - MARIPIPI
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 - MARIPIPI in the CSC website:


VIGILDES S. CAIRO-CONDE
HRMO-Designate

Date: January 30, 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 I (Municipal Budget Officer)	21	24/1	P 46,240.00	Bachelor's Degree preferably in Accounting, Economics, Public Administration or any related course	120 hours of management and technical trainings (80 hours technical training and at least 40 hours management training)	3 years experience in government budgeting or any related field	First grade or its Equivalent	Building collaborative, inclusive working relationship; Managing performance and coaching for results; Leading Change; Thinking strategically and creatively; and Creating and nurturing a high performing organization.	Maripipi, Biliran
2	Municipal Government Department Head I (Municipal Planning Development Officer)	19	24/1	P 46,240.00	Bachelor's Degree preferably in Urban Planning, Development Studies, Economics, Public Administration or any related course	120 hours of management and technical trainings (80 hours technical training and at least 40 hours management training)	3 years experience in development planning or any related field	RA 1080 (Environmental Planner)	Building collaborative, inclusive working relationship; Managing performance and coaching for results; Leading Change; Thinking strategically and creatively; and Creating and nurturing a high performing organization.	Maripipi, Biliran
xxxx NOTHING FOLLOWS xxxx										

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 **February 15, 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:

JOSEPH C. CAINGCOY, Rpsy., PhD.
Municipal Mayor
LGU - Maripipi, Biliran
mmo_maripipi@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.