

Republic of the Philippines
Municipality of Maydolong, Eastern Samar
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position(s), which are authorized to be filled, at the **LGU-MAYDOLONG, EASTERN SAMAR** in the CSC website:


HON. GODOFREDO T. GARADO
Municipal Mayor

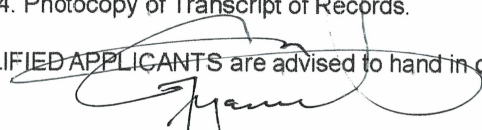
Date: March 13, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Assistant Department Head I	15d	22	55,781.00	Master's Degree or Certificate of Leadership and Management from CSC	120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	3 years of supervisory/ management experience	RA 1080	Advanced	LGU - Maydolong, Eastern Samar (MEO)

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 **March 30, 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. GODOFREDO T. GARADO
Municipal Mayor
LGU-Maydolong, Eastern Samar
lgu.maydolong@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.