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must be in MS Excel format

Republic of the Philippines
LGU-SAN SEBASTIAN, 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-SAN SEBASTIAN, SAMAR in the CSC website:

Jesielz A. Babon
JESIELZ A. BABON
HRMO

Date: January 6, 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	
1	Assistant Municipal Treasurer	2019-25	22	42,457.00	Bachelor's Degree Preferably in Commerse, Public Administration or Law	None	3 years experience in Treasury or Accounting Service	First Grade or its equivalent	LGU-San Sebastian

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:

JESIELZ A. BABON

HRMO-Designate
LGU-SAN SEBASTIAN, SAMAR

jesielz_babon@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.