


Republic of the Philippines
MUNICIPALITY OF SULAT
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-Sulat in the CSC website:


HON. VIRGINIA R. ZACATE
Head of Agency

Date: February 19, 2019

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	Local Disaster Risk Reduction and Management Officer II	1-11	15	22,898.00	Bachelor's Degree	4 Hours Relevant Training	1 Year Relevant Experience	Career Service (Professional)/ Second Level Eligibility		Office of the Municipal Mayor
2	Local Treasury Operation Officer I (LTOO I)	4-9	11	15,566.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		Office of the Municipal Treasurer

Interested and qualified applicants should **signify their interest in writing**. Attach the following documents to the **application letter** addressed to the Local Chief Executive and send to the address below not later than **March 10, 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;
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:

EVANGELINE E. ERO, HRMO Designate
Human Resource Management Office, 2nd Flr.
Municipal Bldg., Brgy. Baybay, Sulat, E. Samar
hrmosulat@gmail.com or lgu_sulat@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.