


Republic of the Philippines
LGU Tagapul-an, 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 Tagapul-an, Samar in the CSC website



VICENTE M. LIMPIADO, JR.
Municipal Mayor

Date: September 11, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Utility Worker)	8	1	75,600.00	Must be able to read and write	none	none	none		Office of the Mun. Mayor
2	Municipal Assessor	32	24	417,900.00	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce or any related course	none	3 years experience in real property assessment work or any related field	RA 1080 (Real Estate Service)		Office of the Mun. Assessor
3	Municipal Accountant	40	24	417,900.00	Bachelor's degree in Accountancy	none	3 years experience in accounting work or any related field	RA 1080 (Certified Public Accountant)		Office of the Mun. Accountant
4	Administrative Aide IV (Bookbinder)	41	4	93,924.00	Completion of 2 years in college studies	none	none	none		Office of the Mun. Accountant

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 **September 26, 2018**.

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 present position for one (1) year (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:

VICENTE M. LIMPIADO, JR.

Municipal Mayor

LGU Tagapul-an, Samar

atilyamayfranz@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.