



Republic of the Philippines
LGU TARANGNAN, SAMAR

To: **CIVIL SERVICE COMMISSION**

We hereby request the publication of the following vacant position, which are authorized to be filled, at the LGU, Tarangnan, Samar in the CSC website:

ENGR. ARNEL R. TAN
Municipal Mayor
Date: 08/17/2020

No.	Position Title (Parenthical Title, if applicable)	Plantilla Item No.	Salary/Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency	
1	Municipal Government Department Head I (PESO Manager)	1012-1	24	765,672.00	Bachelor’s degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and/or allied fields	None Required	3 years of supervisory/ management experience in program management relative to employment facilitation	Career Service (Professional)/ Second Level eligibility	1. Leading change; 2. Thinking Strategically and Creatively; 3. Managing Performance and Coaching for Result; 4. Building Collaborative, Inclusive Working Relationship; and 5. Creating and Nurturing a High Performing Organization	Public Employment Service Office (PESO)

Interested and qualified applicants should signify their interest in writing. Attached the following documents to the application letter and send to the address below not later than August 31, 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:

ENGR. ARNEL R. TAN
Municipal Mayor
LGU Tarangnan, Samar
lgu.tarangnan@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.