




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: 09/13/2019

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 (Municipal Disaster Risk Reduction and Management Officer)	9940	24	732,096.00	Bachelor's Degree	24 hours of training in management and supervision on DRRM	4 years in position involving management and supervision, 1 year of which is relevant to DRRM	Career Service Professional/ 2 nd Level Eligibility	Building Collaborative, Inclusive Working Relationship, Creating and Nurturing a High Performing Organization, Leading Change, Managing Performance and Coaching for Results and Thinking Strategically and Creatively	Municipal Disaster Risk Reduction and Management Office

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 September 28, 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:

ENGR. ARNEL R. TAN

Municipal Mayor

LGU Tarangnan, Samar

lgutarangnan1884@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.