

Republic of the Philippines  
LGU-Tomas Oppus  
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 Tomas Oppus in the CSC website:

  
ROGELIO A. LAYO  
HRMO

Date: 7/8/2019

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	MUN.GOV'T DEP'T. HEAD I (Municipal Treasurer I)	31	24	P51,309.00	Batchelor's degree preferable in commerce, law or Public Administration	none required	3 yrs. Experience in the treasury or accounting service	RA1080	----	LGU-Tomas Oppus
2	Agricultural Technologist	55	10	P13,103.00	Batchelor's degree Relevant to the job	none required	none required	RA1080	---	LGU-Tomas Oppus

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](http://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:

  
ROGELIO A. LAYO

HRMO III/Administrative Officer V

LGU-Tomas Oppus, Southern Leyte

[abnerlayo68@yahoo.com](mailto:abnerlayo68@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.