

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF TUNGA, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the LOCAL GOVERNMENT UNIT OF TUNGA, Leyte in the CSC website:


CATALINA F. AGDA

Municipal Mayor


Date: February 19, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide VI (Clerk III, CRC)	24	6	10,038.00	Completion of two (2) years studies in college	None required	None required	Career Service (Sub-professional) Firs Level Eligibility	Office of the Municipal Civil Registrar	
2	Revenue Collection Clerk I	34	5	9,437.00	Completion of two (2) years studies in college	None required	None required	Career Service (Sub-professional) Firs 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 and send to the address below not later than **MARCH 15, 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 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:


HON. CATALINA F. AGDA

Municipal Mayor

Local Government Unit of Tunga, Leyte

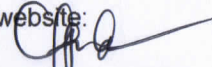
lgu_tunga@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	Municipal	43	20	32,926.00	Bachelor's Degree	Eight (8) hours	Two (2) years of	Relevant RA 1080		Municipal
	Agricultural				in Agriculture or	of relevant	relevant			Agriculture Office
	Officer I				other allied	training	experience			
					courses such as					
					Agricultural					
					Engineering,					
					Fisheries					
					Technology and					
					Veterinary					
					Medicine					

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