

Republic of the Philippines
(LGU-Villareal, Samar)
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Villareal,Samar in the CSC website:

MariLou R. Latorre
MARILOU R. LATORRE

Mun. Mayor

Date: July,31, 2019

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	Municipal Treasurer	2018-14	24	750,660.00	Bachelor's degree preferably in Commerce, Public Administration or Law	3 years experience in treasury or accounting service	3 years experience	First grade or its equivalent	BCLTE Passer	Mun. Treasurer's Office
2	Administrative Aide-1	2018-39-2	G-1	99,612.00	Elementary Graduate	None Required	None Required	Must be able to read and write		Mayor's Office

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;
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:

MariLou R. Latorre
MARILOU R. LATORRE
Municipal Mayor
LGU-Villareal, Samar
maloulatorre58@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.