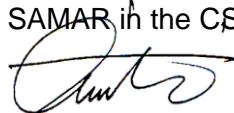


Republic of the Philippines
MGO LAVEZARES, NORTHERN SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO LAVEZARES, NORTHERN SAMAR in the CSC website:


VENUS A. ADRIATICO
HRMO IV

Date: November 15, 2023

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	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUNICIPAL ACCOUNTANT)	1081-1	24	66,308.00	Bachelor's Degree in Commerce/Bu siness Administration major in Accounting	None Required	3 years experience in treasury or accounting service	RA 1080, as amended (CPA)	N/A	Municipal Accounting Office
2	PLANNING OFFICER II	1041-2	15	26,323.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional/Seco nd Level Eligibility	N/A	Municipal Planning & Development Coordinator's Office
3	*NOTHING FOLLOWS*									

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 December 5, 2023.

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.
5. The Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at level of position without discrimination regardless of gender, civil status, age, disability, ethnicity, and members of the Indigenous Communities, and those from any Sexual Orientation and Gender Identities and Expression (SOGIE)

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:



VENUS A. ADRIATICO

HRMO IV

Municipal Hall, Brgy. Caragas, LGU-
Lavezares, N. Samar 6404

lavezareslqu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.