


Republic of the Philippines
MGO BOBON, 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 BOBON, NORTHERN SAMAR in the CSC website:


RENEY A. CELESPARA
Municipal Mayor
Date: February 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 Social Welfare and Development Officer)	30	SG/24	65,057.00	Bachelor's degree in Social Work or Bachelor's degree preferably in Sociology or any related course	None required	3 years experience in the practice of social work	RA 1080, as amended, (Social Worker)	N/A	Municipal Social Welfare and Development Office
2	Municipal Government Department Head I (Municipal Accountant)	27	SG/24	65,057.00	Bachelor's degree in Commerce/Business Administration major in Accounting	None required	3 years experience in treasury or accounting service	RA 1080, as amended, (CPA)	N/A	Municipal Accountant Office
3	Local Disaster Risk Reduction and Management Assistant	51-3	SG/8	13,688.00	Completion of two years studies in College	4 hours of training in management and supervision on Disaster Risk Reduction and Management	1 year of relevant experience on Disaster Risk Reduction and Management	Career Service Subprofessional/ First Level Eligibility	N/A	Local Disaster Risk Reduction and Management Office

*****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 **March 02, 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 Local Government Unit of Bobon highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of positions without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

For Person with Disability (PWD) applicants, should you need any assistance, please notify the HR office prior to your scheduled Date of Exam and Interview.

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

RENY A. CELESPARA

Municipal Mayor

Brgy. Gen. Lucban, Bobon, Northern Samar

[LGU BOBON2019@yahoo.com](mailto:LGU_BOBON2019@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.