

Republic of the Philippines  
**MGO LLORENTE, EASTERN 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 LLORENTE, EASTERN SAMAR in the CSC website:

*for available*  
**GEMMA MILOUR B. TAVERA**  
HRMO

Date: \_\_\_\_\_

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	
1	Municipal Treasurer I	1091-01	24	69,394	Holder of a college degree preferably in commerce, public administration or law from a recognized college or university	24 hours of training in Management and Supervision	Must acquired experience in treasury or accounting service for three (3) years	First Grade or its Equivalent	Municipal Treasurer's Office, LGU Lorente E. Samar

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 May 18, 2021.

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:

*for available*  
**GEMMA MILOUR B. TAVERA**

Admin Officer V (HRMO III)

Brgy. 8, Municipal Bldg., Lorente E. Samar

[hrmollorente@gmail.com](mailto:hrmollorente@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**