

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:


GEMMA MILOUR B. TAVERA
HRMO

Date: July 8, 2021

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 (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		Must acquired experience in treasury or accounting service for three (3) years	First Grade or its Equivalent		Municipal Treasurer's Office, LGU Llorente 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 July 26, 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;
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:


GEMMA MILOUR B. TAVERA

Admin Officer V (HRMO III)

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

hrmollorente@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.