Republic of the Philippines MGO SAN POLICARPO, 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 SAN POLICARPO, EASTERN SAMAR in the CSC website: horal

have MERCYBMORALLOS **HRMO** Designate

Date:

20-Jan-23

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Municipal Budget Officer I	21-В	24		Bachelor's Degree Preferably in Accounting, Economics, Public Administration or any related course	None	3 years experience in Budgeting or any related field	First Grade or its equivalent		LGU, San Policarpo, Eastern Samar
					Bachelor's degree Preferably in Commerce, Public administration		3 years relevant experience in treasury or			LGU, San Policarpo,
2	Municipal Treasurer I	13-A	24	60,719	or Law	None required	service	its equivalent		Eastern Samar
	Municipal Government				Bachelor's	24 hours of training in management and	3 years relevant			LGU, San Policarpo,
3	Department Head I	2022-17	24	60,719	Degree	supervision	experience	eligibility		Eastern Samar
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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 February 06, 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. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position 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).

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.