

Republic of the Philippines
MGO TALALORA, SAMAR (WESTERN)
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 TALALORA, SAMAR (WESTERN) in the  website:

HON. ROSABEL O. COSTELO, RMT
(Head of Agency)

Date: 15-Oct-21

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	05-22	24	663576	Bachelor's Degree in Commerce/Business Administration Major in Accounting	None Required	3 years experience in the treasury or accounting service	RA 1080 (Certified Public Accountant) *plus the requirement of Filipino citizenship, of good moral character and a resident of the LGU concerned		Municipal Accounting Office
2	Municipal Government Department Head I	05-20	24	663576	Bachelor's Degree preferably in Accounting, Economic, Public Administration or any related course	None Required	3 years experience in government budgeting or any related field	First Grade or its equivalent *plus the requirement of Filipino citizenship, of good moral character and a resident of the LGU concerned		Municipal Budget Office
3	Agricultural Technologist	05-34	10	157704	Bachelor's Degree relevant to the Job	None Required	None Required	R.A. 1080		Municipal Agriculture Office

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 October 31, 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:

HON. ROSABEL O. COSTELO, RMT
Municipal Mayor
Local Government Unit - Talalora, Samar
rosabelcostelo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.