

Republic of the Philippines
Municipality of Talalora, Samar
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Municipal Government of Talalora, Samar in the CSC website:


HON. ROSABEL O. COSTELLO, RMT
(Head of Agency)
Date: _____ August 3, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Sanitary Inspector I	05-42	6	186,288.00	Completion of two years in college	None Required	None Required	Career Service (Subprofessional) First Grade Level	Rural Health Unit of Talalora
2	Municipal Government Department Head (Municipal Accountant)	05-26	24	663,576.00	Bachelor's Degree in Commerce/Business Administration Major in Accounting/Bachelor of Science in Accountancy	None Required	3 years experience in the accounting office	RA 1080 (Certified Public Accountant) Eligibility	Municipal Accounting Office
3	Municipal Government Department Head (Municipal Budget Officer)	05-29	24	663,576.00	Bachelor's Degree preferably in Accounting, Economic, Public Administration or any related course	None Required	3 years experience in budgeting or any related field	First Grade or its equivalent	Municipal Budget Office
4	Agricultural Technologist	05-43	10	157,704.00	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 August 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;
2. Performance rating in the present position for one (1) year (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. COSTELLO, RMT
Municipal Mayor
Local Government Unit - Talalora, Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.