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Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines
Local Government Unit of Tunga
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Local Government Unit of Tunga in the CSC website:

ODINAH C. MAJAM
HRMO

Date: March 5, 2021

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)	
MGDH I (Municipal Treasurer)	30	24	51309	Bachelor's Degree preferably in Commerce, Public Administration or Law	None required	Three (3) years experience in treasury or accounting service	Career Service (Professional) Second Level Eligibility		Office of the Municipal Treasurer LGU-Tunga, Leyte

ested 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 March 24,
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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.

LIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ODINAH C. MAJAM
HRMO I
LGU - Tunga, Leyte
lgu_tunga@yahoo.com

LICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.