

Republic of the Philippines  
**LGU-VILLAREAL**  
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 (N) LGU-Villareal

  
**MARILOU R. LATORRE**

Municipal Mayor

Date: May 17, 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 Budget Officer	2018-17	SG 24	765,672.00	Batchelor's degree preferably in Accounting, Economics, Public Administration or any related course	none required	3 years experience in government budgeting or in any related field	A first grade civil service eligible or its equivalent		Municipal Budget 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 June 1, 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](http://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:

  
**Maria Nenita S. Varela**

HRMO

LGU Villareal, Samar

[varelamanette@gmail.com](mailto:varelamanette@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.