

Republic of the Philippines
Municipal Government of Zumarraga
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 MG-Zumarraga in the CSC website:


JOAN G. ASTORGA
HRMO


Date: August 31, 2021

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Municipal Treasurer	1091-31	24	59,552.00	A College Degree preferably in Commerce, Public Administration or Law	None Required	Three(3) years experience in treasury or accounting service	BCLTE/First Grade Civil Service Eligible or its equivalent plus the requirement of being a resident of the Municipality pursuant to RA 7160	MTO- Zumarraga, Samar
	-X-X-X-								

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 **September 15, 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:


JOAN G. ASTORGA
AO-II (HRMO-I)
Zumarraga, Samar
Ghabz_gabiana@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.