


Republic of the Philippines  
**LGU-PAMBUJAN, NORTHERN SAMAR**  
Request for Publication of Vacant Positions

**To: CIVIL SERVICE COMMISSION (CSC)**

We hereby request the publication of the following vacant position, which are authorized to be filled, at the **LGU-Pambujan** in the CSC website:


**GINA P. ADORA**

HRMO II

Date: July 28, 2023

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	Local Treasury Operations Officer I	1091-3	11	19,079.00	Bachelor's degree	None Required	None Required	Career Service (Professional) 2nd Level Eligibility	N/A	Municipal Treasurer's Office
2	Local Legislative Staff Assistant II	1021-7	8	14,249.00	Completion of two years studies in college	4 hours of relevant training	one year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Office of the Vice Mayor/Sangguniang Bayan, LGU-Pambujan

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 12, 2023.

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.
5. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, Person with Disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

GINA P. ADORA

HRMO II

LGU-Pambujan, Northern Samar

[ginaadora76@gmail.com](mailto:ginaadora76@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**