

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of MUNICIPALITY OF TERESA in the CSC website:

Republic of the Philippines
MUNICIPALITY OF TERESA
Request for Publication of Vacant Positions



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

must

Date:

17-Jul-18

RAUL S. PALINO
Municipal Mayor

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility			
1	Local Revenue Collection Officer I	6.07	SG-11/1	16,677.00	Bachelor's degree	not required	not required	Civil Service Professional Eligibility	none	Office of the Municipal Treasurer	

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 1, 2018.

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. RAUL S. PALINO

Municipal Mayor

M. L. Quezon Avenue, Poblacion, Teresa, Rizal

www.teresarizal.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.