



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF LAUREL**

**REQUEST FOR PUBLICATION OF VACANT POSITION**

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

This is to request the publication of the following vacant position/s of MUNICIPAL GOVERNMENT OF LAUREL, BATANGAS in the CSC Website:

**RANDY JAMES E. AMO**  
Municipal Mayor

Date: June 25, 2018

No.	Position Title	Plantilla Item No.	Salary/Job/ Pay Grade	Annual Salary	Qualification Standards					
					Education	Training	Experience	Elegibility	Competency (if applicable)	Place of Assignment
1	Revenue Collection Clerk I (RCC I)	1091-14	SG-5	129,420.00	Completion of two years studies in college	None Required	None Required	CS Subprof./ 1st Level Elig.	N/A	Treasurer's Office Laurel, Batangas

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 **July 13, 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](http://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. RANDY JAMES E. AMO**  
Municipal Mayor  
Municipal Government of Laurel, Batangas  
E-mail Address: [sambnoche@yahoo.com](mailto:sambnoche@yahoo.com)

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