



Republic of the Philippines  
**MUNICIPALITY OF SANTA CRUZ**  
**Request for Publication of Vacant Positions**

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

This is to request the publication of the vacant position in the **LOCAL GOVERNMENT OF SANTA CRUZ, LAGUNA** in the CSC website:

**ENGR. DOMINGO G. PANGANIBAN**  
Municipal Mayor

Date: June 18, 2018

No.	Position Title	Plantilla Item No.	Salary/Job/Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competence (if applicable)	
1	Municipal Government Department Head I (HRMO)	HRMD10-A-1	24	65,969.00	Bachelor's Degree	4 years in position/s involving management and supervision	24 hours of training in management and supervision	CS Professional 2nd Level Eligibility	* Delivering Service Excellence Solving Problems and Making Decisions * Planning and Delivering *Program Management *Thinking Strategically	LGU-Santa Cruz, Laguna

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 \_\_\_\_\_

- 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:

**ENGR. DOMINGO G. PANGANIBAN**

Municipal Mayor

J. Cailles St. Poblacion 3, Santa Cruz, Laguna

[bryanbouvierbonza@yahoo.com](mailto:bryanbouvierbonza@yahoo.com)

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

**DATE PUBLISHED: JUNE 18, 2018**