

Republic of the Philippines  
LOCAL GOVERNMENT UNIT - GASAN, MARINDUQUE  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LOCAL GOVERNMENT UNIT -GASAN, MARINDUQUE in the CSC website:

**CAPT. ROLANDO O. TOLENTINO**

Municipal Mayor

Date: June 25, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ASSISTANT MUNICIPAL TREASURER	48	22/1	563,688.00	Bachelor's Degree preferably in Commerce, Public Administration or Law	None Required	Three (3) years experience in treasury or accounting service	Carrer Service (Professional) Second Level Eligibility		Office of the Municipal Treasurer
***NOTHING FOLLOWS***										

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 10, 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:

CAPT. ROLANDO O. TOLENTINO  
Municipal Mayor  
Brgy. Dos, Gasan, Marinduque  
[omgasan0820@gmail.com](mailto:omgasan0820@gmail.com)

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