

Republic of the Philippines  
Municipality of Pitogo, Quezon  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Pitogo, Quezon in the CSC website:

**PAULINO S. SAYAT**

Municipal Mayor

Date: July 16, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Revenue Collection Clerk II	6	SG-7/1	P 10,748.00	Completion of 2-years studies in college	None Required	None Required	CS Sub-Professional		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 15, 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:

PAULINO S. SAYAT  
Municipal Mayor  
A. Mabini St., Brgy. Maaliw, Pitogo, Quezon  
[lgu.pitogoquezon@yahoo.com](mailto:lgu.pitogoquezon@yahoo.com)

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