

Republic of the Philippines

Name of Agency: LOCAL GOVERNMENT UNIT OF GENERAL LUNA, QUEZON

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	Registration Officer I	7-51	10	163,956.00	Bachelor's Degree	None required	None required	Career Service		Municipal Civil
2								Professional		Registrar Office
3								2nd Level Eligibility		
4										
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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 June 25, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture with name and signature (CS Form No. 212, Series of 2016) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the present position for one (1) year;
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:

JOSE STEVENSON M. SANGALANG
Municipal Mayor
Brgy. 7 Pob. General Luna, Quezon
ianfiguerra@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.