



Republic of the Philippines
Local Government Unit of Magdiwang
Magdiwang, Romblon

REQUEST FOR PUBLICATION OF VACANT POSITIONS

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the Local Government Unit of Magdiwang in the CSC website:


DENISA R. REPIZO
Municipal Mayor

Date: _____

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	Municipal Treasurer	27	24	45,091.00	Bachelor's Degree, preferably in Commerce, Public Administration or Law	None required	3 years in Treasury or Accounting Service	First Grade or its equivalent (Career Service Professional)		Municipal Treasurer's Office

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;
2. Performance rating in the present position for one (1) years (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. DENISA R. REPIZO
Municipal Mayor
Local Government Unit of Magdiwang
Magdiwang, Romblon

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED