

Republic of the Philippines
MGO - SOLSONA
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the vacant position of MGO - Solsona, Ilocos Norte in the CSC website:

ALEXANDER A. CALUCAG
Municipal Mayor

Date: January 3, 2019

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 Government Assistant Department Head I (Assistant Municipal Treasurer)	39	22	52255	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	CS Professional (Second Level Eligibility)		Treasury Office
								BCLTE		

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 January 25, 2019.

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) 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:

ALEXANDER A. CALUCAG

Municipal Mayor

Solsona, Ilocos Norte

mayor.solsona@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.