

Republic of the Philippines  
Local Government Unit of Mangaldan, Pangasinan  
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 of Mangaldan** in the CSC website:

HON. BONA FE DE VERA - PARAYNO

(Head of Agency)

Date: 27-Apr-18

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	ADMINISTRATIVE OFFICER IV (MGT. & AUDIT ANALYST II)	104	15	P 24,809.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		Mun. Accounting Office
2	AGRICULTURAL TECHNOLOGIST	135	10	P 16,395.00	Bachelor's degree in agriculture or other allied courses such as agricultural engineering, fisheries technology and veterinary medicine.	none required	none required	Relevant R.A. 1080		Mun. Agriculture's Office
3	Municipal Government Dept. Head I (General Services Officer)	176	24	P 57,974.00	College Degree holder preferably on Public Administration, Business Administration and Management	Three (3) years experience in general services, including management of Supply, property, solid waste disposals & general sanitation	24 hrs. of training in management and supervision	Career Service (Professional) Second Level Eligibility		General Services Office
4	Administrative Aide VI (Accounting Clerk II)	106	6	P 12,466.00	Completion of two years studies in college	None required	None required	Career Service (Sub-Professional)		Mun. Accounting Office
5	TAX MAPPER I	109	11	P 17,658.00	Bachelor's Degree relevant to the job.	None required	None required	Career Service (Professional) Second Level Eligibility		Mun. Assessor's Office
6	MEAT INSPECTOR I (NEW)	74, 75, 76	6	P 12,466.00	Completion of two years studies in college	none required	none required	Career Service (Sub-Professional) First Level Eligibility		MTO - Slaughterhouse Section
7	NURSE II (NEW)	151	15	P 27,565.00	Bachelor of Science in Nursing	1 year of relevant experience	4 hours of relevant training	R.A. 1080		Mun. Health Office

8	NURSE I (NEW)	162	11	P 19,620.00	Bachelor of Science in Nursing	none required	none required	R.A. 1080		Mun. Health Office
9	REVENUE COLLECTION CLERK I	59	6	P 12,466.00	Completion of two years studies in college.	None required	None required	Career Service (Sub-Professional) First Level Eligibility		Mun. Treasurer's Office
10	Revenue Collection Clerk III	43	9	P 15,287.00	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Sub-Professional) First Level Eligibility		Business Permit and Licensing Section
11	Administrative Aide III (Utility Worker II)	77	3	P 10,248.00	Must be able to read and write	none required	none required	none required (MC II, s. 96 - Cat. III)		MTO - Slaughterhouse Section

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](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:

Hon. Bona Fe de Vera - Parayno  
Municipal Mayor  
Rizal Avenue, Poblacion, Mangaldan, Pangasinan

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