



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF MANGALDAN



HUMAN RESOURCE MANAGEMENT OFFICE

BULLETIN OF VACANT POSITION

1. Position	: ADMINISTRATIVE AIDE II (Utility Worker I)
<i>Item Nos.</i>	: 224, 225, 227
<i>Salary Grade No: 2</i>	Salary Mo.: P 9,600.00
Qualification Standard	
<i>Education</i>	: Must be able to read and write
<i>Experience</i>	: none required
<i>Training</i>	: none required
<i>Eligibility</i>	: none required (MC II, S. 96 – Cat. III)
2. Position	: COMMUNITY AFFAIRS OFFICER I
<i>Item No.</i>	: 6
<i>Salary Grade No: 11</i>	Salary Mo.: P 17,658.00
Qualification Standard	
<i>Education</i>	: Bachelor's Degree
<i>Experience</i>	: None required
<i>Training</i>	: None required
<i>Eligibility</i>	: Career Service Professional Second Level Eligibility
3. Position	: REVENUE COLLECTION CLERK I
<i>Item Nos.</i>	: 58, 72
<i>Salary Grade No: 6</i>	Salary Mo.: P 12,466.00
Qualification Standard	
<i>Education</i>	: Completion of two years studies in college.
<i>Experience</i>	: None required
<i>Training</i>	: None required
<i>Eligibility</i>	: Career Service (Sub-Professional) First Level Eligibility



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1. Position	: Municipal Government Dept. Head I (Municipal Treasurer)
<i>Item No.</i>	: 29
<i>Salary Grade No: 24</i>	Salary Mo.: P 57,974.00
Qualification Standard	
<i>Education</i>	: Bachelor's Degree preferably in Commerce, Public Administration or Law
<i>Experience</i>	: 3 years experience in Treasury or Accounting service
<i>Training</i>	: None
<i>Eligibility</i>	: First Grade or its equivalent
2. Position	
: Municipal Government Asst. Dept. Head I (Assistant Municipal Treasurer)	
<i>Item No.</i>	: 30
<i>Salary Grade No: 22</i>	Salary Mo.: P 47,505.00
Qualification Standard	
<i>Education</i>	: Bachelor's Degree
<i>Experience</i>	: 3 years relevant experience
<i>Training</i>	: 16 hours of relevant training
<i>Eligibility</i>	: Career Service (Professional) Second Level Eligibility
3. Position	
: Planning Assistant	
<i>Item No.</i>	: 100
<i>Salary Grade No: 8</i>	Salary Mo.: P 14,236.00
Qualification Standard	
<i>Education</i>	: Completion of two years studies in college
<i>Experience</i>	: 1 year of relevant experience
<i>Training</i>	: 4 hours of relevant training
<i>Eligibility</i>	: Career Service (Sub-Professional) First Level Eligibility



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4. Position	: Administrative Aide VI (Accounting Clerk II)
<i>Item No.</i>	: 40
<i>Salary Grade No: 6</i>	Salary Mo.: P 12,466.00
Qualification Standard	
<i>Education</i>	: Completion of two years studies in college
<i>Experience</i>	: None required
<i>Training</i>	: None required
<i>Eligibility</i>	: Career Service (Sub-Professional)
5. Position	: Revenue Collection Clerk III
<i>Item No.</i>	: 33
<i>Salary Grade No: 9</i>	Salary Mo.: P 15,287.00
Qualification Standard	
<i>Education</i>	: Completion of two years studies in college
<i>Experience</i>	: 1 year of relevant experience
<i>Training</i>	: 4 hours of relevant training
<i>Eligibility</i>	: Career Service (Sub-Professional) First Level Eligibility
6. Position	: Livestock Inspector II
<i>Item No.</i>	: 67
<i>Salary Grade No: 8</i>	Salary Mo.: P 14,236.00
Qualification Standard	
<i>Education</i>	: Completion of two years studies in college
<i>Experience</i>	: 1 year of relevant experience
<i>Training</i>	: 4 hours of relevant training
<i>Eligibility</i>	: Career Service (Sub-Professional) First Level Eligibility



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BULLETIN OF VACANT POSITION

1. Position	: Administrative Aide III (Laborer II)
<i>Item No.</i>	: 181
<i>Salary Grade No.: 3</i>	Salary Mo.: P 10,248.00
Qualification Standard	
<i>Education</i>	: Must be able to read and write
<i>Experience</i>	: none required
<i>Training</i>	: none required
<i>Eligibility</i>	: none required (MC 11. s. 96 – Cat III)