

Republic of the Philippines  
**MGO Lamut, Ifugao**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO Lamut, Ifugao in the CSC website:

JENNILYN T. SERAFICA  
Municipal Budget Officer/Acting HRMO/PESO  
Date: 09/02/2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Tourism Operations Officer I	1.09	11	17,908.00	Bachelor's Degree in tourism,business, law,economics, marketing,public administration or other related fields	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	Office of the Municipal Mayor

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 February 23, 2021.

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 last rating period** (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:

**JENNILYN T. SERAFICA**  
Municipal Budget Officer/Acting HRMO/PESO  
HRMO, LAMUT, IFUGAO  
[nalynserafica@gmail.com](mailto:nalynserafica@gmail.com)/[hrmolgulamut@yahoo.com](mailto:hrmolgulamut@yahoo.com)

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

