

Place of Assignment :	Provincial Treasurers Office
Position Title :	Provincial Government Assistant Department Head (Assistant Provincial Treasurer)
Plantilla Item No. :	PTO-2
Salary/Job/Pay Grade :	24
Monthly Salary :	Php 90,078.00
Eligibility :	Career Service Professional/ Second Level Eligibility
Education :	Bachelors degree preferably in commerce, public administration, or law.
Training :	None Required
Work Experience :	5 years of experience in the treasury or accounting service
Competency :	N/A

Instructions/Remarks :

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 September 16, 2023.

Documents:

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:

ROLANDO B. BUNI

OIC-Provincial Human Resource Management Office
PGO PALAWAN
Provincial Human Resource Mgt Office
recruitment.pgphrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date : September 01, 2023

Closing Date : September 16, 2023