

Republic of the Philippines
PROVINCE OF ZAMBOANGA DEL SUR
Municipality of San Pablo

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 69TH REGULAR SESSION OF THE 8TH MUNICIPAL COUNCIL (Under the Local Government Code of 1991) HELD AT THE OFFICE OF THE MUNICIPAL VICE MAYOR, SAN PABLO, ZAMBOANGA DEL SUR ON JUNE 13, 2016.

Resolution No. 201606374

"AN ORDINANCE CREATING THE POSITION OF BUDGET OFFICER II, DEFINING THE JOB DESCRIPTION AND GENERAL DUTIES AND SPECIFIC FUNCTIONS THEREOF".

BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF SAN PABLO, ZAMBOANGA DEL SUR, IN SESSION ASSEMBLED:

Section 1. There shall be created a position of the Budget Officer II under the office of the Municipal Budget Officer with Salary Grade 15;

Section 2. Qualifications:

- The **Budget Officer II** must be a **Bachelor's Degree** relevant to the Job, with **1 year of relevant experience**, **4 hours of relevant training** and a **Career service (Professional)**.

Section 3. Duties and Functions of the Budget Officer II

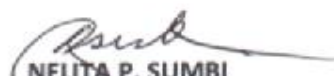
1. Provides technical assistance to the different Barangay Treasurers of the municipality of San Pablo, Zamboanga del Sur regarding the computation and preparation of Annual/Supplemental Budgets;
2. Assists in the preparation of reports of expenditures of different barangays;
3. Assists in the review of Appropriation Ordinances.
4. Does other related works..

Section 4 – This Ordinance shall take effect immediately upon its approval;

ENACTED and APPROVED this 13TH day of June, 2016, during the 69TH regular session of the Sangguniang Bayan of San Pablo, Zamboanga del Sur.

"UNANIMOUSLY ADOPTED".

Certified Correct:

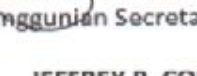

NELITA P. SUMBI
Sanggunian Secretary

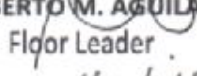
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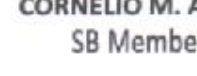

ERNESTO A. UTLANG
SB Member

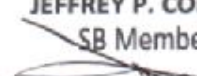

ROBERTO M. AGUILAR
Floor Leader


CORNELIO M. ARELLANO
SB Member


JEFFREY P. CORDERO
SB Member

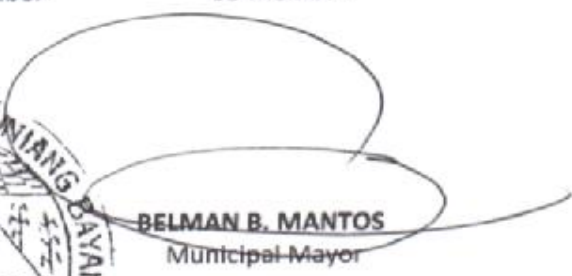

ERLINDA P. CASTILLO
SB Member


JORGE R. GONZALES
SB Member


BIENVENIDO E. QUIRANTE
SB Member

Attested:


DANILO A. TAUCAN
Municipal Vice Mayor


BELMAN B. MANTOS
Municipal Mayor

