

Republic of the Philippines  
**CGO BAYBAY, LEYTE**  
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 CGO BAYBAY, LEYTE in the CSC website:

**MARIANITO E. GORGONIO**  
**HRMO**

Date: December 14, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	HEAVY EQUIPMENT OPERATOR II	883, 884	6	16,200	High School Graduate or Completion of relevant vocational/trade course	None required	None required	None required	Heavy Equipment Operator (MC 11, s. 96 - Cat. I)	City Engineer's Office
2	ADMINISTRATIVE AIDE VI	768	6	16,200	Completion of two years studies in college	None required	None required	None required	Career Service (Subprofessional) First Level Eligibility	Immaculate Conception Hospital
3	SANITATION INSPECTOR III	119	11	23,877	Completion of two years studies in college	8 hours of relevant training	2 years of relevant experience	None required	Career Service (Subprofessional) First Level Eligibility	City Health Office
4	SANITATION INSPECTOR IV	491	13	28,276	Completion of two years studies in college	16 hours of relevant training	3 years of relevant experience	None required	Career Service (Subprofessional) First Level Eligibility	City Health Office
5	ADMINISTRATIVE ASSISTANT II	707	8	18,251	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	None required	Career Service (Subprofessional) First Level Eligibility	Local Disaster Risk Reduction Mngt. Office
6	SECURITY GUARD I	982	3	13,572	High School Graduate	None required	None required	None required	Security Guard License (MC 11, s. 96 - Cat. II)	Immaculate Conception Hospital
7	ADMINISTRATIVE AIDE I	980, 981	1	12,034	Must be able to read and write	None required	None required	None required	None required (MC 11, s. 96 - Cat. II)	Immaculate Conception Hospital
8	LABORATORY TECHNICIAN II	976	8	18,251	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	None required	Career Service (Subprofessional) Laboratory Technician (MC 11, s. 96 - Cat. II) First Level Eligibility	Immaculate Conception Hospital

9	TRAFFIC OPERATIONS OFFICER IV	908	22	68,415	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	City Traffic Management and Terminal Office
10	ADMINISTRATIVE AIDE IV (Electrician I)	2	4	14,400	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Electrician (Building Wiring)(~250volts)(MC II, s. 96 - Cat. I)	City Engineer's Office
11	AGRICULTURAL TECHNOLOGIST	5594-288, 5594-300, 5594-36, 5594-182, 5594-213, 5594-198, 5594-15	10	21,205	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	City Agriculture's Office

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 December 29, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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:

**JOSE CARLOS L. CARI**

City Mayor

City of Baybay, Leyte R. Magsaysay St., Cor. D. Veloso St.,  
Baybay City

[bhrompeso@yahoo.com](mailto:bhrompeso@yahoo.com)

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

PWD's are encouraged to apply