

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CALBAYOG
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 LGU Calbayog in the CSC Website.

Florante N. Aquino
FLORANTE N. AQUINO
OIC- CHRM Officer
September 28, 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	CITY GOVERNMENT ASSISTANT DEPARTMENT HEAD I	723	23	75,359.00	Master's Degree or Certificate in Leadership and Management from CSC	120 hours of supervisory/ management learning and development intervention undertaken within the last five years	5 years of supervisory/ management experience	CS Prof./ Second Level Eligibility	Building Collaborative; Inclusive Working Relationship; Creating & Nurturing a High Performing Organization; Leading Change; Managing Performance & Coaching for Results; Thinking Strategically & Creatively	General Services Office
	*****NOTHING FOLLOWS*****									

We encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation and sexual/gender orientation. Interest and qualified applicants should signify their interest in writing. Attach the following to the application letter and send to the address below not later than October 13, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form 121, Revised 2017) which can be downloaded at www.csc.gov.ph
2. Performance rating in the last 2 rating period (if applicable).
3. Photocopy of certificate of eligibility / rating / license.

QUALIFIED APPLICANTS are advised to hand-in or send through courier / email their application to:

DIEGO P. RIVERA
City Mayor

Thru:

FLORANTE N. AQUINO
OIC- CHRM Officer