

Republic of the Philippines
CGO CATBALOGAN, SAMAR (WESTERN)
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 CATBALOGAN, SAMAR (WESTERN) in the CSC website:

Percival B. Cuenco
PERCIVAL B. CUENCO
HRMO

Date: December 3, 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	ENGINEER IV	492	22	64994	Bachelor's degree in Engineering relevant to the job	16 hours of relevant training	3 years of relevant experience	RA 1080		Office of the City Engineer
2	LOCAL DRRM OFFICER IV	502	22	64994	Bachelor's Degree	16 hours of relevant training on DRRM	3 years of relevant experience on DRRM	Career Service Professional/ 2nd Level Eligibility		City Disaster Risk Reduction and Management Office
3	COLLEGE ADMINISTRATOR	503	29	93942	Bachelor's Degree	None required	3 years of supervisory experience	Career Service Executive Eligibility (CSEI) Career Executive Service (CES)		City College
4	INSTRUCTOR I	504	12	24748	Bachelor's degree in the area of specialization	None required	None required	PBET/Teacher/RA1080		City College
5	INSTRUCTOR I	505	12	24748	Bachelor's degree in the area of specialization	None required	None required	PBET/Teacher/RA1080		City College
6	GUIDANCE COUNSELOR I	506	11	22983	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		City College
7	LIBRARIAN I	507	11	22880	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None required	None required	RA 1080		City College

The City of Catbalogan encourages all interested and qualified applicants including Persons With Disability (PWD), regardless of Civil Status, Religion and those from any Sexual Orientation and Gender Identities (SOGI) to submit the application letter attach the following documents not later than **December 22, 2021**.

*PWD applicants must inform the City Human Resource Management Office on what assistance they need during the interview and other recruitment and selection process.

1. Fully accomplished and notarized 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 last rating period (if applicable);
3. Photocopy of certificate of eligibility/training license; and
4. Photocopy of Transcript of Records.

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

HON. DEXTER M. UY
City Mayor
CITY HALL BUILDING RIZAL AVENUE, CATBALOGAN CITY
catbalogancity_2007@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	ENGINEER II	495	16	34797	Bachelor's Degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080		Office of the City Engineer

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