

Republic of the Philippines
CGO ORMOC
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 ORMOC in the CSC website:


FARICA ZGAMBO-CUTAS
OIC-HRMO

Date: 1/17/2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide III (Laborer II)	594	3	14125	Elementary School Graduate	None Required	None Required	None Required		CEO
2	Administrative Aide I (Laborer I)	595, 596, 597	1	12517	Must be able to read and write	None Required	None Required	None Required		CEO
3	Agricultural Technologist	665, 660	10	22190	Bachelor's Degree in Agriculture or other allied courses such as Agriculture Engineering, Fisheries Technology and Veterinary Medicine	None Required	None Required	RA 1080 Agriculturist		City Agriculture Office
4	Disability Affairs Officer I	751	11	25439	Bachelor's Degree	None Required	None Required	CS Prof Second Level Eligibility		OCPDAO
5	Transportation Regulation Officer II	706, 707	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Prof Second Level Eligibility		Terminal Management Office
6	Planning Officer IV	257	22	69963	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	CS Prof Second Level Eligibility		City Planning & Development Office

7	Administrative Aide VI (Motorpool Dispatcher)	616	6	16877	Completion of two years studies in college	None required	None required	CS Subprof First Level Eligibility		CEO - Motorpool
8	Heavy Equipment Operator I	621, 622	4	14993	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Heavy Equipment Operator (MC 11, s. 96 - Cat.I)		CEO

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 February 17, 2022..

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 last rating period** (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:

FARICA ZGAMBO-CUTAS

OIC-HRMO

2nd Flr., New Ormoc City Hall Building, Ormoc City

lguormocapplications@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.