

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:

April 20, 2023

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	Attorney III	306	21	63,997	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 - Lawyer	N/A	City Legal Office
2	Attorney III	306	21	63,997	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 - Lawyer	N/A	City Legal Office
3	Administrative Assistant III (Computer Operator II)	65	9	21,211	Completion of two years studies in College	None Required	1 year of relevant experience	CS Subprofessional	N/A	Business Permits and Licensing Office
4	Licensing Officer I	59	11	27,000	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional	N/A	Business Permits and Licensing Office
5	Warehouseman IV (Storekeeper II)	319	13	31,320	Completion of two years studies in College	16 hours of relevant training	3 years of relevant experience	CS Subprofessional	N/A	City Engineering Office
6	Dentist I	429	14	33,843	Doctor of Dental Medicine	None Required	None Required	RA 1080 - Dentist	N/A	City Health Department
7	Medical Officer III	413	21	63,997	Medical Doctor	None Required	None Required	RA 1080 - Physician	N/A	City Health Department
8	Medical Officer III	415	21	63,997	Medical Doctor	None Required	None Required	RA 1080 - Physician	N/A	City Health Department
9	Medical Officer III	418	21	63,997	Medical Doctor	None Required	None Required	RA 1080 - Physician	N/A	City Health Department
10	Housing and Homesite Regulation Officer I	740	11	27,000	Bachelor's Degree relevant to the job	None required	None required	CS Professional	N/A	Ormoc City Housing 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 May 31, 2023.

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](http://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.
5. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE).

**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

[jguormocapplications@gmail.com](mailto:jguormocapplications@gmail.com)

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