

Republic of the Philippines
CGO ORMOC
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC
FO must be in MS Excel format

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, JD
OIC-HRMO

Date: Aug 1, 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	Senior Aquaculturist	806	18	46,725	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	N/A	City Agriculture Department
2	Senior Agriculturist	807	18	46,725	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	N/A	City Agriculture Department
3	Engineer III	575	19	51,357	Bachelor's Degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	N/A	City Agriculture Department
4	Engineer II	808	16	39,672	Bachelor's Degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	N/A	City Agriculture Department
5	Aquacultural Technologist	809	10	23,176	Bachelor's Degree in Agriculture or other Allied Courses	None Required	None Required	RA 1080 - Agriculturist	N/A	City Agriculture Department
6	Aquacultural Technologist	810	10	23,176	Bachelor's Degree in Agriculture or other Allied Courses	None Required	None Required	RA 1080 - Agriculturist	N/A	City Agriculture Department
7	Agricultural Technologist	665	10	23,176	Bachelor's Degree in Agriculture or other Allied Courses	None Required	None Required	RA 1080 - Agriculturist	N/A	City Agriculture Department

8	City Government Assistant Department Head I	812	23	80,003	Doctor of Medicine	None Required	5 Years Experience as Medical Practitioner	RA 1080 - Physician	N/A	City Health Department
9	Administrative Officer V	815	18	46,725	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional	N/A	Public Cemetery Management and Maintenance Office
10	Administrative Officer I (Records Officer I)	816	10	23,176	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional	N/A	Public Cemetery Management and Maintenance Office
11	Administrative Officer IV	817	15	36619	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	CS Professional (Second level eligibility)	N/A	Barangay Affairs Office
12	Administrative Assitant II	818	8	19744	Completion of 2 year Studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional	N/A	Barangay Affairs Office
13	Administrative Assitant II	819	8	19744	Completion of 2 year Studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional	N/A	Barangay Affairs Office
14	Transport Inspector	778	8	19,744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional	N/A	TDFRO

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 August 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;
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, JD

OIC-HRMO

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

iguormocapplications@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.