

Republic of the Philippines
MGO LAOANG, NORTHERN SAMAR
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 MGO LAOANG, NORTHERN SAMAR in the CSC website:


JEROME T. ONG
HRMO

Date: April 22, 2024

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	Municipal Government Department Head I (Local Disaster Risk Reduction and Management Officer)	1201-85	24	76566	Bachelor's degree	24 hours of training in management and supervision on DRRM	4 years in position involving management and supervision, 1 year of which is relevant to DRRM	Career Service Professional / 2nd Level Eligibility	N/A	MDRRMO
2	Municipal Government Assistant Department Head I (Assistant PESO Manager)	5999-81	22	60784	Bachelor's degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM); Human Resource Development(HRD); and/or allied fields	none required	3 years of experience in program management relative to employment facilitation	Career Service Professional / 2nd Level Eligibility	N/A	PESO
3	Administrative Officer I (Cashier I)	1091-44.10	10	19700	Bachelor's degree	none required	none required	Career Service Professional / 2nd Level Eligibility	N/A	Treasurer's Office
4	Midwife II	4411-56.8	11	27000	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080 (Midwife)	N/A	MHO
5	Midwife II	4411-56.9	11	27000	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080 (Midwife)	N/A	MHO

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 'May 7, 2024'

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:

HECTOR L. ONG

Municipal Mayor

E. Lagrimas St., Brgy Guilaoange, Laoang, N. Samar

hrmolaoang@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.