



BULLETIN OF VACANT POSITIONS

(Pursuant to R.A. 7041)

May 30, 2018

Date of Release

Published by:

**Civil Service Commission
Leyte Field Office I
Tacloban City**

Table of Contents

A. NATIONAL GOVERNMENT AGENCIES

- 1. Commission on Election page 1
- 2. Department of Labor and Employment page 2

B. LOCAL GOVERNMENT UNITS

- 1. LGU-Jaro page 3

C. STATE COLLEGES AND UNIVERSITIES (SUC'S)

- 1. Philippine Science High School page 4
- 2. University of the Philippines page 5

Date Released: May 30, 2018

Republic of the Philippines
COMMISSION ON ELECTIONS
Request for Publication of Vacant Positions

RECEIVED
5/22/18 at 10:57 AM
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE I

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of COMMISSION ON ELECTIONS in the CSC website:

Jose Nick A. Mendros
ATTY. JOSE NICK A. MENDROS
DIR. IV, Commission on Elections Region 8
Date: **May 18, 2018**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Election Officer III	EO3-333-2015	18	Php38,085.00	Bachelor's Degree	Eight (8) hrs. of relevant training	Two(2) years of relevant experience	C.S. Prof. or its equivalent	-	OEO, Calubian, Leyte
2	Election Assistant II	EA2-164-1998	9	Php17,473.00	Bachelor's Degree	None required	None required	C.S. Sub- Prof. or its equivalent	-	OEO, Liloan, Southern Leyte
3	Election Assistant II	EA2-150-1998	9	Php17,473.00	Bachelor's Degree	None required	None required	C.S. Sub- Prof. or its equivalent	-	OEO, Matalom, Leyte
6	Election Assistant II	EA2-184-1998	9	Php17,473.00	Bachelor's Degree	None required	None required	C.S. Sub- Prof. or its equivalent	-	OEO, Guiuan, Eastern Samar
7	Election Assistant II	EA2-72-1998	9	Php17,473.00	Bachelor's Degree	None required	None required	C.S. Sub- Prof. or its equivalent	-	OEO, Lapinig, Northern Samar
8	Election Assistant II	EA2-196-1998	9	Php17,473.00	Bachelor's Degree	None required	None required	C.S. Sub- Prof. or its equivalent	-	OEO, Catarman, Northern Samar

Note: OEO- Office of the Election Officer

- Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below:
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 present position for one (1) year (if applicable);
 3. Photocopy of certificate of eligibility/rating/license; and
 4. Photocopy of Transcript of Records.
 5. NBI clearance for Election Assistant II; NBI & Ombudsman Clearance for Election Officer applicants (*Ombudsman clearance only for insider & transfer-applicants from other gov't. Office*)

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

Atty. Jose Nick A. Mendros/Commission on Elections
Director IV
128 Paterno St., Tacloban City
comelec_region8@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Request for Publication of Vacant Positions



DOLERO8-HRMO-RSP
Revision No. 00
Date Issued: 15 May 2018

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Department of Labor and Employment in the CSC website:

Engr. **CYRIL L. TICAO**
(Head of Agency)

Date: May 18, 2018

No	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place Assignm
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Senior Labor and Employment Officer	OSEC-DOLEB-SRLEO-238	19	₱42,099.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	CS Professional / Second Level Eligibility	(see attached competency requirement)	withi Region
2	Administrative Officer V (Information Officer III)	OSEC-DOLEB-ADOF5-128-2004	18	₱38,085.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	CS Professional / Second Level Eligibility	(see attached competency requirement)	withi Region
3	Labor and Employment Officer II	OSEC-DOLEB-LEO2-174	13	₱24,224.00	Bachelor's Degree	None Required	None Required	CS Professional / Second Level Eligibility	(see attached competency requirement)	withi Region

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 **June 14, 2018**.

1. Updated Personal Data Sheet (PDS) with accomplished Work Experience Sheet (CS Form No. 212, Revised 2017) and latest passport size ID picture
2. Certificate of eligibility (for PRC eligibility, license must be valid at the time of application)
3. Transcript of Records
4. Diploma
5. Certificate of Admission to the Bar, if applicable
6. Relevant Training Certificates
7. Notarized Self-Certification of No Pending nor Previous Administrative, Criminal or Civil Case
8. Certificate of Employment, if applicable
9. Service Record, if applicable

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

Engr. **CYRIL L. TICAO**
OIC-Regional Director
DOLE-RO8 Compound, Trece Martires St., 6500 Tacloban City
dolero8.hr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro
-oOo-



OFFICE OF THE MUNICIPAL MAYOR

REQUEST FOR PUBLICATION OF VACANT POSITIONS
(Monthly Positions)

To : **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Local Government Unit of Jaro, Leyte in the CSC website:

ZHARINA B. CELEBRE
Municipal Mayor
Date: May 23, 2018

Position Title	Plantilla Item No.	Salary/Job/Pay Grade	Annual Salary	QUALIFICATION STANDARDS				Competency (if applicable)	Place of A
				Education	Training	Experience	Eligibility		
Local DRRM Officer III	MDRRMO -1	18	Php 342,648.00	Bachelor's Degree	8 hours of relevant training on DRMM	2 years of relevant experience	Career Service Professional/ 2 nd level Eligibility		
Social Welfare Officer II	MSWDO-4	15	264,624.00	Bachelor's Degree in Social Work	4 hours of relevant training	1 year of relevant experience	RA 1080 (Social Worker)		
Sanitation Inspector I	MHO-15	6	166,212.00	2 years studies in college	None required	None required	CS Sub professional		

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 June 15, 2018.

- Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 21, Revised 2017) which can be downloaded at www.Csc.gov.ph;
- Performance rating in the present position for one (1) year (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records;
- Photocopy of Service Record (if applicable)

Republic of the Philippines
PHILIPPINE SCIENCE HIGH SCHOOL-EASTERN VISAYAS CAMPUS
Request for Publication of Vacant Positions

RECEIVED
MAY 10 2018 4:30
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the Philippine Science High School-Eastern Visayas Campus in the CSC website:


REYNALDO B. GARNACE, D.A.
Campus Director

Date: 10-May-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Special Science Teacher IV	PSHSB-SPST4-9-1998 PSHSB- SPST4-12-1998 PSHSB-SPST4-45- 2017 PSHSB-SPST4-91-2017	22	704,604	Master's degree in Education or in a specialized field in Science, Mathematics or in any of the related subjects	Sixteen (16) hours of relevant training in education or subject area specialization	Four (4) years teaching experience	None (Exempted under RA 3661)		PSHS-EVC, Pawing, Palo, Leyte
2	Special Science Teach	PSHSB-SPST3-32-1998	19	505,188	Bachelor's degree in Education or in a specialized field in Science, Mathematics or in any of the related subjects	Sixteen (16) hours of relevant training in education or subject area specialization	Three (3) years teaching experience	None (Exempted under RA 3661)		PSHS-EVC, Pawing, Palo, Leyte

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

Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES VISAYAS
TACLOBAN COLLEGE
Request for Publication of Vacant Positions

RECEIVED
MAY 17 2018
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE I

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (UPV Tacloban College) in the CSC website:

VIRGILDO E. SABALO, DM
(Head of Agency)

Date: 10-May-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide IV (Clerk II)	UPSB-ADA4-3065-2004	4 ✓	12,674/mo.	Completion of two (2) years in College	None Required	None Required	Career Service (Sub-professional) / First Level Eligibility	Competent in procurement and inventory management	Supply & Property Svcs. Office UPV Tacloban College
	xxxxx-nothing follows-x-x-x-x-x-x-x-x-x-x-x									

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 June 15, 2018.

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 present position for one (1) year (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:

VIRGILDO E. SABALO
Dean
Brgy. 02, Magsaysay Boulevard, Tacloban City
ehcatalla@up.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.