

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CALBAYOG CITY
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 LGU Calbayog in the CSC website www.csc.gov.ph

FLORANTE N. AQUINO
OIC - CHRM Officer
Date: October 17, 2018

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	
1	ADMINISTRATIVE AIDE III (UW III)	104	3/1	136,644.00	Elem. School Graduate	None Required	None Required	None Required	Sanguniang Panlungsod Office
2	ENGINEER III	439	19/1	469,812.00	Bachelor's Degree relevant to the job	2 years relevant experience	8 hours relevant training	RA 1080 - Engineer	LGUCalbayog City
3	ADMINISTRATIVE AIDE I (UW I)	562	1/1	119,772.00	Must be able to read and write	None Required	None Required	None Required	LGUCalbayog City
4	DAY CARE WORKER I	902	6/1	166,212.00	High School Graduate	None Required	None Required	None Required	LGUCalbayog City
5	SUPERVISING ADMINISTRATIVE OFFICER (SUPPLY OFFICER IV)	432	22/1	633,396.00	Bachelor's Degree	16 hours relevant training	2 years relevant experience	CS Prof./ Second Level	LGUCalbayog City

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 November 3, 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 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:

FLORANTE N. AQUINO
OIC - CHRM Officer
HRMO, City Hall, J.D. Avelino St., Calbayog Ci
Email Add: dolores.mancol@yahoo.com