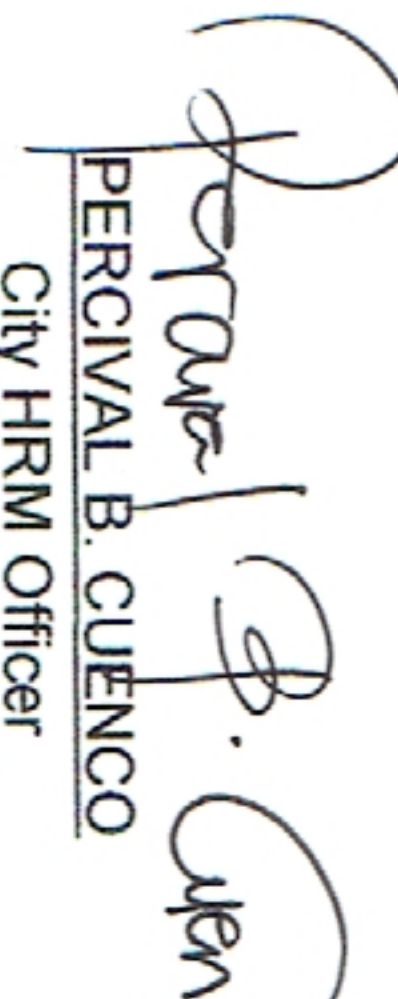


Republic of the Philippines
CITY OF CATBALOGAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled, at the City of Catbalogan in the CSC website:


PERCIVAL B. CUENCO
City HRM Officer

Date: November 08, 2018

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of
					Education	Training	Experience	Eligibility		
1	Revenue Collection Clerk I	139	5	12,788.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-professional) First Level		City Treasurer's
2	Revenue Collection Clerk I	143	5	12,788.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-professional) First Level		City Treasurer's
3	Administrative Aide I (Laborer I)	167	1	9,893.00	Must be able to read and write	None Required	None Required	None Required		City Treasurer's
4	City Government Assistant Department Head I (Assistant City Health Officer)	196	23	61,228.00	Doctor of Medicine A Filipino Citizen, a resident of the local government unit concerned, of good moral character, and a licensed medical practitioner.	40 hours of relevant training	3 years experience in the practice of profession	R.A. 1080		City Health Office
5	Dentist II	203	17	33,561.00	Doctor of Dental Medicine or Dental Surgery	4 hours of relevant training	1 year of relevant experience	RA 1080		City Health Office
6	Pharmacist I	220	11	19,844.00	Bachelor's Degree in Pharmacy	None Required	None Required	RA 1080		City Health Office
7	Administrative Assistant III (Electrician Foreman)	335	9	16,671.00	High School Graduate or Completion of relevant vocational/ trade course	4 hours of relevant training	1 year of relevant experience	Electrician (Building Wiring) (-250 volts) MC 11, s.96-Cat. I)		City Engineering

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 _____.

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:

STEPHANY U. TAN

CITY MAYOR

CITY HALL BUILDING RIZAL AVENUE, CATBALOGAN CITY

Catbalogancity_2007@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.