

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions in the Local Government Unit of Maasin City in the CSC website:



NACIONAL V. MERCADO

City Mayor

Date: August 29, 2018

| 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 | 1 Dentist I | 2018-P-289 | SG14 | P26,494.00 | Doctor of Dental Medicine or Dental Surgery | None required | None required | Appropriate R.A. 1080 | | City Health Services Office |
| 2 | 1 Administrative Officer III - (Cashier II) | 2018-P-382 | SG14 | P22,520.00 | Bachelor's Degree | Four hours relevant training | One year relevant experience | Career Service Professional, Second Level Eligibility | | City Treasury Services Office |
| 3 | 2 Draftsman I | 2018-P-240 2018-P-241 | SG6 | P16,677.00 | Completion of two year college studies or High School graduate with relevant vocational/trade course | None required | None required | Career Service SubProfessional / Draftsman or Illustrator (MC 10, s. 2013 - CAT.II), First Level Eligibility | | City Engineering Services Office |
| 4 | 1 Dental Aide | 2018-P-325 | SG4 | P12,674.00 | High School Graduate | None required | None required | None required (MC 10, s. 2013 - CAT.III) | | City Health Services Office |
| 5 | 1 Assessment Clerk I | 2018-P-219 | SG4 | P10,773.00 | Completion of two year college studies | None required | None required | Career Service Subprofessional, First Level Eligibility | | City Assessor's Office |
| 6 | 1 Administrative Aide I -(Utility Worker I) | 2018-P-106 | SG1 | P8,934.00 | Must be able to read and write | None required | None required | None required (MC 10, s. 2013 - CAT. III) | | City Budget Services Office |

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 **September 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:

NACIONAL V. MERCADO

City Mayor

Local Government Unit - Maasin City

E. Rafols St., Tunga-Tunga, Maasin City, Southern Leyte

lgumaasincity@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.