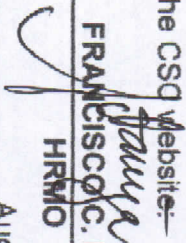


Republic of the Philippines
MGO ABUYOG, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO ABUYOG, LEYTE in the CSO website:


FRANCISCO C. BAUYA
HRMO
Date: August 10, 2022

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Administrative Officer II (Fiscal Examiner I)	2	11	22,895.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Office of the Municipal Accountant
2	Midwife II	6	11	25,439.00	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Municipal Health Office
3	Midwife II	22	11	25,439.00	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Municipal Health Office
4	Tourist Receptionist II	2	10	19,971.00	Completion of Two years studies in college	8 hours of relevant training on tourism	2 years of relevant experience in the tourism industry either in the private sector or the government	Career Service (Sub-Professional) First Level Eligibility	N/A	Municipal Tourism, Culture and Sports Development Office
5	Construction and Maintenance Foreman	7	8	17,098.00	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 11, s. 96-Cat.III)	N/A	Office of the Municipal Engineer

6	Administrative Aide VI (Clerk III)	9	6	15,189.00	Completion of two years studies in college	None required	None required	Career Service (Sub-Professional) First Level Eligibility	N/A	Municipal Treasurer's Office
7	Market Inspector I	3	6	15,189.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Market Operation
8	Administrative Aide VI (Labor Foreman)	4	6	15,189.00	High School Graduate	None required	None required	None required (MC 11, s. 96-Cat. III)	N/A	Human Resource Management Office
9	Administrative Aide III (Utility Worker II)	10	3	12,713.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96-Cat. III)	N/A	Municipal Disaster Risk Reduction and Management 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 August 25, 2022.

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.

For Person with Disability (PWD) applicants, should you need any assistance, please notify the HR office prior to your scheduled date of exam and interview.

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

FRANCISCO C. BAUYA

Supervising Admin. Officer (HRMO IV)

LGU-Abuyog

abuyog_mayorsoffice@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.