

To: CIVIL SERVICE COMMISSION (CSC)

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

Date: 04-Nov-22


CHASTITY H. BARTÉ
OIC-HRMO

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	LDRRMO Assistant	LDRRMO-03	8	15,198.00	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience on DRRM	Career Service (Subprofessional)/First Level Eligibility		LGU Albuera - Municipal Disaster Risk Reduction and Management Office
2	Midwife II	MHO-11	11	25,439.00	Completion of Midwifery course	4 hours of relevant training	1 year of relevant experience	R.A. 1080 (Midwife)		LGU Albuera - Municipal Health Office
3	Environment Management Specialist I	ENRO-01	11	20,351.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility		LGU Albuera - Municipal Environment and Natural Resources Office
4	Solid Waste Management Coordinator	ENRO-03	11	20,351.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) or Draftsman or Illustrator (MC 11, s. 96 - Cat. I)		LGU Albuera - Municipal Environment and Natural Resources Office
5	Municipal Government Department Head I (Municipal General Services Officer)	MGSO-01	24	70,728.00	Bachelor's Degree in Public Administration, Business Administration and/or Management.	4 hours of relevant training	3 years of relevant experience	Career Service Professional/Second Level Eligibility		LGU Albuera - Municipal General 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 November 19, 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.
5. The LGU highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities, and those with diverse sexual orientation, gender identity, and expression (SOGIE).

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

SIXTO B. DE LA VICTORIA

Municipal Mayor

Town Hall, San Pedro St., Poblacion, Albuera, Leyte

hrmo.albuera@gmail.com/albuera2019@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.