

Republic of the Philippines  
**MGO BARUGO, 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 BARUGO, LEYTE in the CSC website:

JUANA JENNAH T. DELA PEÑA  
HRMO  
Date: 03/21/2023

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards			Competency (if applicable)	Place of Assignment	
				Monthly Salary	Education	Training			Experience
1	Engineer III	2022-028	16	29754	Bachelor's degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080	Mun. Engineering Office
2	Local Disaster Risk Reduction Management Officer III	2022-020	18	35044	Bachelor's degree	8 hours of relevant training	2 years of relevant experience on DRRM Career Service (Professional)	Second Level Eligibility	Office of the Mayor
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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 April 5, 2023.

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](http://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.

"This office 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:

JUANA JENNAH T. DELA PEÑA  
Municipal Budget Officer/ HRMO Designate  
1st. Flr., EDS Hall Building LGU - Building  
[hrmo@barugo@gmail.com](mailto:hrmo@barugo@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.