


Republic of the Philippines
MGO CATARMAN (CAPITAL), NORTHERN SAMAR
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 CATARMAN (CAPITAL), NORTHERN SAMAR in the CSC website:


JOEL D. AROGANTE
MGDH-1/HRMO V

Date: December 27, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide VI / Electronics and Communication Equipment Technician I	07-8	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Accounting Office
2	Administrative Aide II / Reproduction Machine Operator I	07-5	02	11511	Elementary School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Accounting Office
3	Accountant IV	07-2	22	61574	Bachelor's degree in Commerce/Business Administration major in Accounting	16 hours of relevant training	3 years of relevant experience	RA 1080		Municipal Accounting Office

4	Administrative Assistant II / Bookkeeper I	07-4	08	16426	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Municipal Accounting Office
5	Agricultural Technologist	14-14	10	19085	Bachelor's degree relevant to the job	None Required	None Required	Relevant RA 1080		Municipal Agriculture and Extension Services Office
6	Agricultural Technologist	14-15	10	19085	Bachelor's degree relevant to	None Required	None Required	Relevant RA 1080		Municipal Agriculture and Extension Services Office
7	Agricultural Technologist	14-16	10	19085	Bachelor's degree relevant to the job	None Required	None Required	Relevant RA 1080		Municipal Agriculture and Extension Services Office
8	Administrative Aide-1/Utility Worker	14-19	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Agriculture and Extension Services Office
9	Municipal Agriculturist I	14-1	24	78068	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None	3 years acquired experience in agriculture or in a related field	Relevant RA 1080		Municipal Agriculture and Extension Services Office

10	Supervising Agriculturist	14-2	22	61574	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	16 hours of relevant training	3 years of relevant experience	Relevant RA 1080		Municipal Agriculture and Extension Services Office
11	Administrative Aide IV / Driver II	06-15	04	12960	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Assessor's Office
12	Administrative Aide II / Reproduction Machine Operator I	11-11	02	11511	Elementary School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Civil Registrar Office
13	Local Disaster Risk Reduction and Management Assistant	16-3	08	16426	Completion of 2 years in college	4 hours of relevant training	1 year of relevant experience on DRRM	Career Service (Subprofessional) First Level Eligibility		Municipal Disaster Risk Reduction and Management Office
14	Administrative Aide-1/Utility Worker	16-18	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Disaster Risk Reduction and Management Office
15	Administrative Aide-1/Utility Worker	16-19	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Disaster Risk Reduction and Management Office
16	Administrative Aide IV / Driver II	16-15	04	12960	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Disaster Risk Reduction and Management Office
17	Administrative Aide IV / Driver II	16-16	04	12960	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Disaster Risk Reduction and Management Office

18	Administrative Aide -IV / Driver II	10-12	04	12960	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Engineering Office
19	Administrative Aide-1/Utility Worker	10-16	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Engineering Office
20	Engineer I	10-21	12	23447	Bachelor's degree in Engineering relevant to the Job	None Required	None Required	RA 1080		Municipal Engineering Office
21	Engineering Aide	10-6	04	12960	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Engineering Office
22	Administrative Aide-1/Utility Worker	15-17	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
23	Metro Aide I	15-44	02	11511	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
24	Administrative Aide-1/Utility Worker	15-22	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
25	Metro Aide I	15-43	02	11511	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
26	Administrative Aide-1/Utility Worker	15-17	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
27	Administrative Aide-1/Utility Worker	15-23	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
28	Metro Aide II	15-34	04	12960	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office

29	Administrative Aide-1/Utility Worker	15-35	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
30	Metro Aide I	15-39	02	11511	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
31	Administrative Aide IV / Driver II	15-41	04	12960	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Environment and Natural Resource Office
32	Administrative Aide-1/Utility Worker	15-26	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Environment and Natural Resource Office
33	Administrative Aide-1/Utility Worker	12-47	01	12034	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Health Office
34	Midwife I	12-24	09	19593	Completion of the Midwifery course	None Required	None Required	RA 1080		Municipal Health Office
35	Midwife II	12-15	11	23877	Completion of the Midwifery course	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
36	Nurse III	12-37	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
37	Nurse III	12-38	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
38	Nurse III	12-39	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
39	Nurse III	12-40	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
40	Nurse III	12-41	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office

41	Nurse III	12-42	17	39986	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
42	Nurse I	12-6	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
43	Nurse I	12-7	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
44	Nurse I	12-8	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
45	Nurse I	12-9	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
46	Nurse I	12-10	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
47	Nurse I	12-34	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
48	Nurse I	12-35	15	33575	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Municipal Health Office
49	Administrative Aide IV / Driver II	12-36	04	14400	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - Cat. II)		Municipal Health Office
50	Dental Aide	12-31	04	14400	High School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Health Office
51	Administrative Aide VI / Electronics and Communication Equipment Technician I	17-5	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Human Resource Management and Development Office

52	Administrative Aide-1/Utility Worker	17-8	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Human Resource Management and Development Office
53	Administrative Aide II/ Messenger	17-10	02	11511	Elementary School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Human Resource Management and Development Office
54	Security Guard I	18-18	03	12215	High School Graduate	None Required	None Required	Security Guard License (MC 11, s. 96 - Cat. III)		Municipal Public Order and Safety Office
55	Security Guard I	18-16	03	12215	High School Graduate	None Required	None Required	Security Guard License (MC 11, s. 96 - Cat. III)		Municipal Public Order and Safety Office
56	Tax Mapping Aide	05-19	04	12960	High School Graduate or completion of relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Treasurer's Office
57	Tax Mapping Aide	05-21	04	12960	High School Graduate or completion of relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Municipal Treasurer's Office
58	Administrative Aide-1/Utility Worker	20-64	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Office of the Economic Enterprise
59	Park Operations Superintendent II	20-53	18	39313	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		Office of the Economic Enterprise
60	Administrative Aide-1/Utility Worker	20-52	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Office of the Economic Enterprise

61	Administrative Aide VI / Electronics and Communication Equipment Technician I	20-7	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	Office of the Economic Enterprise
62	Administrative Aide VI / Electronics and Communication Equipment Technician I	20-8	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	Office of the Economic Enterprise
63	Administrative Aide VI / Electronics and Communication Equipment Technician I	20-25	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	Office of the Economic Enterprise
64	Revenue Collectiojn Clerk I	20-10	05	13748	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessiona I) First Level Eligibility	Office of the Economic Enterprise
65	Administrative Aide- 1/Utility Worker	20-19	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	Office of the Economic Enterprise

66	Slaughterhouse Master II	20-22	14	27719	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Office of the Economic Enterprise
67	Administrative Aide VI / Electronics and Communication Equipment Technician I	20-38	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Office of the Economic Enterprise
68	Administrative Aide VI / Electronics and Communication Equipment Technician I	20-55	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Office of the Economic Enterprise
69	Revenue Collectiojn Clerk I	20-26	05	13748	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessiona l) First Level Eligibility		Office of the Economic Enterprise
70	Administrative Aide-1/Utility Worker	20-33	01	10831	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)		Office of the Economic Enterprise
71	Accountant III	20-2	19	43482	Bachelor's degree in Commerce/B usiness Administratio n major in Accounting	8 Hours of relevant training	2 years of relevant experience	RA 1080		Office of the Economic Enterprise

72	Labor and Employment Officer II	01-3	13	25448	Bachelor's degree	None Required	None Required	Career Service (Professional) Second Level Eligibility	Office of the Municipal Mayor
73	Labor and Employment Officer II	01-10	13	25448	Bachelor's degree	None Required	None Required	Career Service (Professional) Second Level Eligibility	Office of the Municipal Mayor

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 **January 11, 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.

***Regardless of age, sex, marital status, race, religious/ethical belief, appearance, gender orientation/preference, regional/ethnic origin, disability, political affiliation, and family status**

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


JOEL D. AROGANTE

MGDH-1/HRMO V

LGU Cataingan

jl.delorino2020@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.