

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

  
EUTIQUIO C. GLOBIO, JR.

HRMO

Date: July 5, 2023

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	Social Welfare Assistant	13.2	8	15,198.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Municipal Social Welfare and Development Office
2	Midwife III	11.7	13	29,798.00	Completion of the Midwifery Course	8 hours of relevant training	2 years of relevant experience	RA 1080		Municipal Health Office
3	Midwife II	11.9	11	25,439.00	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
4	Midwife I	11.15	9	20,402.00	Completion of the Midwifery Course	None required	None required	RA 1080		Municipal Health Office
5	Medical Technologist I	11.18	11	25,439.00	Bachelor's degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080		Municipal Health Office
6	Aquaculturist II	12.13	15	28,078.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Office of the Municipal Agriculturist

7	Architect I	10.2	12	22,086.00	Bachelor's degree in Architecture	None required	None required	RA 1080	Office of the Municipal Engineer
8	Accountant III	8.5	19	39,868.00	Bachelor's degree in Commerce / Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080	Office of the Municipal Accountant
9	Administrative Aide I (Utility Worker I)	8.2	1	10,014.00	Must be able to read and write	None required	None required	None required (MC 10, s. 2013, Cat. III)	Office of the Municipal Accountant
10	Administrative Assistant I (Bookbinder III)	5.25	7	14,319.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013, Cat. III)	Office of the Municipal Treasurer

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 July 20, 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.
5. 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:

**ATTY. MILDRED JOY QUE, CPA**  
Municipal Mayor  
2/F, Municipal Hall, Dulag, Leyte  
[mique.dulagigu@gmail.com](mailto:mique.dulagigu@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**