

Republic of the Philippines
MGO HILONGOS, 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 HILONGOS, LEYTE in the CSC website:

Jane Francis V. Lobedica
JANE FRANCIS V. LOBEDICA
SAO (HRMO IV)
Date: March 06, 2024

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	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	96	24	76,566.00	Bachelor's degree in Social Work	3 years of experience in the practice of social work	None required	RA 1080 (Social Worker)	Level 4- Superior CORE 1: Analytical Thinking CORE 2: Managing Resources CORE 3: Flexible Thinking Organizational 1: Organizational Alignment Organizational 2: Organizational Knowledge Organizational 3: Developing Talent Leadership 1: Strategic Thinking	Municipal Social Welfare and Development Office
2	Rural Health Physician	86	24	90,078.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	R.A. 1080	Level 4- Superior CORE 1: Analytical Thinking CORE 2: Managing Resources CORE 3: Flexible Thinking Organizational 1: Organizational Alignment Organizational 2: Organizational Knowledge Organizational 3: Developing Talent Leadership 1: Strategic Thinking	Municipal Health 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 **March 21, 2024**.

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 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 of disability (PWD), ethnicity, political affiliation to include members of the indigeous 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:

JANE FRANCIS V. LOBEDICA

SAO (HRMO IV)

R. V. Villaflores Street, Hilongos, Leyte

hrlgihilongos@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.