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CS Form No. 9
Revised 2018

Republic of the Philippines
MGO JAVIER (BUGHO), 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 JAVIER (BUGHO), LEYTE in the CSC website:
(Signature)
LELIS S. OBIDOS

HRMO II
Date: June 23, 2022

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	MEDICAL OFFICER IV	132	23	78,455.00	Doctor of Medicine	4 hours of training	1 year of relevant experience	R.A. 1080	N/A	Javier Municipal Infirmary
2	ENGINEER III	123	19	37,376.00	Bachelor's degree in Engineering relevant to the job	8 hours of relevant training	2 years of relevant experience	R.A. 1080	N/A	Office of the Mun. Engineer
3	INFORMATION TECHNOLOGY OFFICER I	122	19	37,376.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Office of the Mun. Treasurer
4	PHARMACIST I	131	11	25,439.00	Bachelor's degree in Pharmacy	None Required	None Required	R.A. 1080	N/A	Office of the Mun. Health
5	ENVIRONMENTAL MANAGEMENT SPECIALIST I	127	11	19,079.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	Mun. Planning and Dev. Office
6	PLANNING OFFICER I	128	11	19,079.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	Mun. Planning and Dev. Office

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7	ENGINEERING ASSISTANT	130	8	14, 249.00	Completion of two years College studies	4 hours of relevant training	1 year of relevant experience	Career Service (SubProfessional) First Level Eligibility	N/A	Office of the Mun. Engineer
8	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	125	3	10, 594.00	Must be able to read and write	None Required	None Required	(CSC MC10, S. 2013- Category III)	N/A	Office of the Mun. Mayor
9	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	126	3	10, 594.00	Must be able to read and write	None Required	None Required	(CSC MC10, S. 2013- Category III)	N/A	Office of the Mun. Mayor
10	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	129	3	10, 594.00	Must be able to read and write	None Required	None Required	(CSC MC10, S. 2013- Category III)	N/A	Office of the Mun. Budget

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 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.
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).

For Person with Disability (PWD) applicants should you need any assistance, please notify the HR Office prior to your scheduled date of exam and interview.

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

LELIS S. OBIDOS
 HRMO II
 Poblacion Zone 1, Javier Leyte
lelujavierhr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.