


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

  
HELEN B. ABARICO, MPA  
MGDH I

Date: July 28, 2022

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	Local Disaster Risk Reduction Management Officer I	139	11	19079	Bachelor's degree	none required	none required	Career Service Professional/Second Level Eligibility		Municipal Disaster Risk Reduction Management Office
2	Administrative Aide III (Driver I)	140	3	10594	Elementary School Graduate	none required	none required	Driver's License (MC 11, s. 96-Cat. IV, as amended)		Secretary to the Sangguniang Bayan Office
3	Engineer I	121	12	20706	Bachelor's degree in Engineering relevant to the job	none required	none required	RA 1080 (Engineer)		Municipal Engineer's Office
4	Midwife II	138	11	25439	Completion of Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080 (Midwife)		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 **August 12, 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (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 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:

**HELEN B. ABARICO, MPA**  
MGDH I  
LGU-MACROHON  
[abaricohelen920@gmail.com](mailto:abaricohelen920@gmail.com)

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

