

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

  
CARIDAD W. SALADO  
HRMO

Date: January 18, 2024

| No. | Position Title<br>(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   | Nurse II   | 68                 | 16                     | 39,672.00      | Bachelor of Science in Nursing | 4 hours of relevant training | 1 year of relevant experience | R.A. 1080 Nurse | N/A                        | Rural Health Unit, Matalom, Leyte |
| 2   | x-x-x  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 3   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 4   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 5   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 6   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 7   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 8   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 9   |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |
| 10  |  |                    |                        |                |                                |                              |                               |                 |                            |                                   |

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 February 2, 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](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 encourages all interested and qualified applicants and promote equal 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 orientationm gender identity and expression (SOGIE)

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

Hon. Eric S. Pajulio  
Municipal Mayor  
LGU - Matalom, Leyte  
[matalomice@gmail.com](mailto:matalomice@gmail.com)

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