

Republic of the Philippines  
**MGO MOTIONG, SAMAR (WESTERN)**  
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 MOTIONG, SAMAR (WESTERN) in the CSC website:

  
**HERMES C. SALINAS**

HRMO-Designate

Date: February 07, 2024

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	Municipal Government Department Head I (Mun. PESO Manager)	1102-1	24	67,559.00	Bachelor's Degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and / or allied fields	none required	3-years of supervisory management experience in program management relative to employment facilitation	Career Service (Professional) Second Level Eligibility	Basic Competency on Supervisory Management	Municipal PESO Manager's Office
2	Midwife III	52-09	13	31,320.00	Completion of Midwifery Course	8-hours of relevant training	2-years of relevant experience	R.A. 1080 (License Midwife)	n/a	Municipal Health Office
3	Administrative Assistant III (Secretary II)	1016-2	9	15,908.00	Completion of 2-years studies in college	4-hours of relevant training	1-year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	Legislative Office

4	Administrative Aide I (Utility Worker I)	1016-3	1	9,750.00	Must be able to read and write	none required	none required	none required	n/a	Vice Mayor's Office
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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 23, 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 highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of without discrimination 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:

**HERMES C. SALINAS**  


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MBO / HRMO-Designate  


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Motiong, Samar  


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[dodsalt@yahoo.com](mailto:dodsalt@yahoo.com)  


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