

Republic of the Philippines
MGO ORAS, EASTERN SAMAR
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 ORAS, EASTERN SAMAR in the CSC website:

Date:

November 29, 2021


R. M. DULFO
HRMO III

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	Farm Worker II	208	4	11046	Elementary School Graduate	None Required	None Required	None Required	N/A	Municipal Agriculture Office
2	Social Welfare Aide	209	4	11046	High School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	N/A	Municipal Social Welfare & Development Office
3	Midwife III	210	13	26754	Completion of Midwifery Course	Eight (8) hours relevant training	Two (2) years of relevant experience	R.A. 1080	N/A	Municipal Health Office
4	Administrative Aide I (Utility Worker I)	202	1	9241	must be able to read and write	None Required	None Required	None Required	N/A	Municipal Agriculture Office
5	Administrative Aide I (Utility Worker I)	203	1	9241	must be able to read and write	None Required	None Required	None Required	N/A	Municipal Agriculture Office
6	Administrative Aide I (Utility Worker I)	204	1	9241	must be able to read and write	None Required	None Required	None Required	N/A	Municipal Disaster Risk Reduction Management Office
7	Administrative Aide I (Utility Worker I)	205	1	9241	must be able to read and write	None Required	None Required	None Required	N/A	Municipal Disaster Risk Reduction Management Office
8	Administrative Officer I (Supply Officer I)	206	10	16175	Bachelor's Degree	None Required	None Required	Career Service (Professional) 2nd Level Eligibility	N/A	Municipal General Services Office
9	Administrative Officer IV (HRMO II)	207	15	25642	Bachelor's Degree	Four (4) hours of relevant training	One (1) year of relevant work experience	Career Service (Professional) 2nd Level Eligibility	N/A	Human Resource Management 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 December 14, 2021.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

HON. VIVIANE P. ALVAREZ, RN, MAN

Municipal Mayor

Oras, Eastern Samar

APPLICATIONS WITHINCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.