

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


JESSICA G. ACABA
HRMO

Date: November 25, 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 II	2	15	24040	Bachelor's Degree	Four (4) hours of relevant training on DRRM	One (1) year of relevant experience of DRRM	Career Service (Professional) Second Level Eligibility		Office of the Municipal Mayor
2	Tourism Operations Officer I	4	11	16737	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Office of the Municipal Mayor
3	Nurse I	118	15	32052	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)		Municipal Health Office
4	Admin. Assistant II (Clerk IV)	38	8	13129	Completion of two (2) yrs. Studies in college	Four (4) hours of relevant trainings	One (1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Office of the MPDC
5	Admin. Aide III (Utility Worker II)	106	3	9764	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat III)		Office of the MSWDO
	xxxxx	xxxxx	xxxxx	xxxxx	NOTHING	FOLLOWS	xxxxx	xxxxx	xxxxx	xxxxx

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 10, 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).

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

HON. TEODORICO A. MABAG

Municipal Mayor

MGO-Pinabacdao, Samar (Western)

jessica47acaba@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.