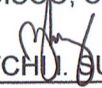


Republic of the Philippines
MGO SAN FRANCISCO, SOUTHERN LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO SAN FRANCISCO, SOUTHERN LEYTE in the CSC website:


METCHI J. SUAREZ
MGDHI

Date: 4/1/2024

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 (Municipal Health Officer)	45	24	90,078	Doctor of Medicine	None required	3 years experience as medical practitioner	RA 1080 (Physician)	N/A	Rural Health Unit
2	Sanitation Inspector III	52	11	27,000	Completion of two years studies in college	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Rural Health Unit
3	Revenue Collection Clerk III	29-B	9	14,848	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Office of the Municipal Treasurer
4	Revenue Collection Clerk III	29-C	9	14,848	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Office of the Municipal Treasurer

5	Revenue Collection Clerk I	27	5	11,580	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Office of the Municipal Treasurer
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 April 16, 2024.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 21:2, 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 opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person of disability (PWD), 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:

METCHI I. SUAREZ
MGDH I
LGU- SAN FRANCISCO, SOUTHERN LEYTE
suarezmetchi@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.