

Republic of the Philippines
MGO, MALITBOG, 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 LGU-Malitbog, Southern Leyte in the CSC website:

CINETTE G. UY
HRMO
Date: March 14, 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	LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICER II	161	SG-15	P27,464.00	Bachelor 's degree	4 hours of relevant training on disaster risk reduction and management	1 year of relevant experience on disaster risk reduction and management	Career Service Professional / 2nd Level Eligibility	N/A	LDRRM Division
2	ENGINEER 1	111	SG-12	P21,874.00	Bachelor's degree in Engineering relevant to the job	None required	None required	RA 1080 (Engineer)	N/A	Office of the Municipal Engineer
3	AGRICULTURAL TECHNOLOGIST	64	SG-10	P17,382.00	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080 (Agriculturist, Agricultural Engineer, Fisheries Technologist and Veterinarian, depending on the functions, duties and responsibilities as indicated in the Position Description Form)	N/A	Municipal Agriculture's Office
4	MIDWIFE I	60	SG-6	P17,553.00	Completion of the Midwifery Course	None required	None required	RA 1080 (Midwife)	N/A	Municipal Health Unit
5	REVENUE COLLECTION CLERK I	27	SG-5	P12,407.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Municipal Treasurer's Office

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 March 29, 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;
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 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:

ANTONIO S. LURA, SR.
Municipal Mayor
LGU-Malitbog, Southern Leyte
mayorsoffice@malitbog6603@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.