Electronic copy to be submitted to the CSC FO must be in MS Excel format

## Republic of the Philippines Provincial Government of Southern Leyte Request for Publication of Vacant Positions

## To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:

SHEYLA S. HATAYNA

Date:

February 7, 2022

| No | la  | Position Title (Parenthetical Title if applicable) | Plantilla Item<br>No. | Salary/<br>Job/<br>Pay<br>Grade | Monthly<br>Salary | Qualification Standards |                                    |                                      |                        |                            | Diago of           |
|----|-----|----------------------------------------------------|-----------------------|---------------------------------|-------------------|-------------------------|------------------------------------|--------------------------------------|------------------------|----------------------------|--------------------|
|    |     |                                                    |                       |                                 |                   | Education               | Training                           | Experience                           | Eligibility            | Competency (if applicable) | Place of Assignmen |
|    | 1 1 | Medical Specialist<br>IV                           | 425                   | 24                              | 86,742.00         | Doctor of<br>Medicine   | 8 hours of<br>relevant<br>Training | 2 years of<br>relevant<br>Experience | RA 1080<br>(Physician) |                            | SOYMPH             |

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 22, 2022**.

- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can bedownloaded 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:

| Sheila S. Hatayna                     |  |  |  |  |  |  |  |  |
|---------------------------------------|--|--|--|--|--|--|--|--|
| HRMO II                               |  |  |  |  |  |  |  |  |
| HR Office Provincial Capitol Bldg.,   |  |  |  |  |  |  |  |  |
| Asuncion, Maasin City, Southern Leyte |  |  |  |  |  |  |  |  |
| 6600                                  |  |  |  |  |  |  |  |  |
| (E-mail Address)                      |  |  |  |  |  |  |  |  |

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.