

Republic of the Philippines
(Provincial Government of 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 Provincial Government of Leyte in the CSC website:

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

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CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE II

Minda C. Baupis
RHODORA G. BONIFACIO
HRMO

Date:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Experience	Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Education	Experience				
1	DENTAL AIDE	87	4	P12,674.00	High School Graduate	None required	None required	None required	None required (MC 11, s. 96-Cat. III)		Northwestern Leyte District Hospital, Calubian, Leyte	
2	ADMINISTRATIVE AIDE VI (Utility Foreman)	45	6	P14,340.00	Elementary School Graduate	None required	None required	None required	None required (MC 11, s. 96-Cat. III)		Ormoc District Hospital	
3	MECHANIC II	85	6	P14,340.00	High School Graduate or Completion of Relevant Vocational/Trade Course	None required	None required	None required	None required (MC 11, s. 96-Cat. I)		Provincial Engineer's Office	
4	NURSE I	51	11	P20,179.00	Bachelor of Science in Nursing	None required	None required	None required	R.A. 1080		Northwestern Leyte District Hospital, Calubian, Leyte	
5	ADMINISTRATIVE AIDE VI (Accounting Clerk II)	35	6	P14,340.00	Completion of Two Years Studies in College	None Required	None Required	None Required	CSC Sub-Professional 1st Level Eligibility	computer literate	Provincial Treasurer's Office	
6	ADMINISTRATIVE ASSISTANT II (Clerk IV)	12	8	P16,282.00	Completion of relevant 2 years studies in college	4 Hours relevant training	4 Hours relevant training	1 Year relevant experience	CSC Sub-Professional 1st Level Eligibility		Office of the Provincial Agriculturist (Organic)	
7	NURSE I	6	11	P20,179.00	Bachelor of Science in Nursing	None required	None required	None required	R.A. 1080		Babatngon Community Hospital	
8	MEDICAL SPECIALIST I	38	22	P58,717.00	Doctor Of Medicine	4 Hours relevant training	4 Hours relevant training	1 Year relevant experience	R.A. 1080		Western Leyte Provincial Hospital, Baybay City	
9	ACCOUNTANT II	3	16	P11,914.00	Bachelor's Degree in Commerce/Business Administration Major in Accounting	4 Hours relevant training	4 Hours relevant training	1 Year relevant experience	R.A. 1080		Western Leyte Provincial Hospital, Baybay City	
10	MEDICAL OFFICER III	4	21	P52,554.00	Doctor Of Medicine	None required	None required	None required	R.A. 1080		Tabango Community Hospital	

11	MEDICAL OFFICER III	56	21	P52,554.00	Doctor Of Medicine	None required	None required	R.A. 1080	Western Leyte Provincial Hospital, Baybay City
12	MEDICAL TECHNOLOGIST II	90	15	P29,070.00	Bachelor's Degree in Medical Technology or Bachelor's Degree in Public Health	4 Hours relevant training	1 Year relevant experience	R.A. 1080	Dr. Manuel B. Veloso Memorial Hospital, Palompon, Leyte
13	MEDICAL EQUIPMENT TECHNICIAN II	126	8	P16,282.00	Completion of relevant 2 years studies in college or completion of relevant Medical Laboratory Technician Course	4 Hours relevant training	1 Year relevant experience	Equipment Technician (MC 11, s.96-CAT II)	Ormoc District Hospital
14	NURSE V	41	20	P47,037.00	Bachelor of Science in Nursing	8 Hours relevant training	2 Years relevant experience	R.A. 1080	Northwestern Leyte District Hospital, Calubian, Leyte
15	MEDICAL EQUIPMENT TECHNICIAN I	95	6	P14,340.00	Completion of relevant 2 years studies in college or completion of relevant Medical Laboratory Technician Course	None required	None required	Equipment Technician (MC 11, s.96-CAT II)	Leyte Provincial Hospital

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 September 30, 2018.

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.

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

Maria G. Bonifacio
RHODORA G. BONIFACIO
 SAO/HRMO
 Senator Enage St., Tacloban City
 rhodorabonifacio@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.