


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:

  
SHEILA S. HATAYNA  
HRMO II

Date: OCT 29 2018

N o.	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	MEDICAL OFFICER III	715	18/1	38,085.00	Doctor of Medicine	None Required	None Required	RA 1080		Hinunangan Community Hospital
2	NURSE I	719, 720	10/1	18,718.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Hinunangan Community Hospital
3	ADMINISTRATIVE ASSISTANT I (Utility Worker I)	732	1/1	10,510.00	Must be able to read and write	None Required	None Required	None Required		Hinunangan Community 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 \_\_\_\_\_.

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](http://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