



CSC Southern Leyte Field Office

**BULLETIN OF
VACANT POSITIONS
IN THE GOVERNMENT**

March 28, 2018

Date of Release

Mailing Address: Capitol Site, Asuncion, 6600 Maasin City

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Republic of the Philippines
SCHOOLS DIVISION OF MAASIN CITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DEPED - SCHOOLS DIVISION OF MAASIN CITY in the CSC website:



CARMELINO F. BERNADAS, Ph. D., CESO VI

OIC - Schools Division Superintendent

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	HEAD TEACHER I	OSEC-DECSB-HTEACH1-540094-2009	14	26,494.00	Bachelor's degree in Elementary Education or Bachelor's degree with 18 professional education units	24 hours of relevant training	TIC for 1 year; or Teacher for 3 years	RA 1080, Teacher		ELEMENTARY SCHOOL
2	TEACHER II	OSEC-DECSB-TCH2-540116-1999	13	24,224.00	Bachelor's degree in Secondary Education or Bachelor's degree plus 18 professional units in Education	None required	None Required	RA 1080, Teacher		SECONDARY SCHOOL
3	TEACHER I	OSEC-DECSB-TCH1-540551-2014	11	20,179.00	Bachelor's degree in Secondary Education or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080, Teacher		SECONDARY SCHOOL
4	TEACHER I	OSEC-DECSB-TCH1-557025-1998	11	20,179.00	Bachelor's degree in Secondary Education or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080, Teacher		SECONDARY SCHOOL

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;
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:

CARMELINO P. BERNADAS, Ph. D., CESO VI

OIC - Schools Division Superintendent

Combado, Maasin City

cpbernadas@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
(Name of Agency)
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Name of Agency) in the CSC website:


GENIS S. MURALLOS, CESO V
(Head of Agency)

Date: 28-Mar-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Master Teacher I (Sec.)	540015-1999	18	457,020.00	Bachelors degree in Education or its equivalent, or Bachelors degree in Arts and Sciences with at least eighteen (18) units in professional education	4 hours of relevant training	1 year of relevant experience	PBET, Teacher		
2	Head Teacher III (Sec.)	540971-1998	16	381,180.00	Bachelors degree in Secondary Education; or Bachelors degree with 18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 2 years; or teacher for 5 years	PBET, Teacher		

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 _____.

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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:

GENIS S. MURALLOS, CESO V
Schools Division Superintendent
Mantahan, Maasin City, So. Leyte
(E-mail Address)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
Local Government Unit of Bato, Leyte
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government Unit of Bato in the CSC website:


BRYAN NILE A. GERTOS
Municipal Mayor

Date: March 20, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
Two (2)	Administrative Aide I (Laborer I)/ Casual	None	1/1	7,486.00	Must be able to read and write	None required	None required	None required		Bato, Leyte
	nothing follows									

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 15, 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 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:

Bryan Nile A. Gertos
Municipal Mayor
J. Luna Street, Bato, Leyte
gertosn@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
Local Government Unit of Hilongos
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Local Government Unit of Hilongos in the CSC website:

ALBERT R. VILLARMOZA
(Head of Agency)

Date: March 21, 2018


No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Agricultural Technologist	104	SG 10 Step 1	₱ 15,910.00	Bachelor's degree in Agriculture or other related course	None required	None required	Relevant RA 1080	Level 2 - Intermediate CORE 1: Analytical Thinking; CORE 2: Managing Resources CORE 3: Flexible Thinking; Organizational 1: Organizational Knowledge Organizational 2: Organizational Alignment	Office of the Municipal Agriculturist
2	Administrative Assistant II (Accounting Clerk II)	54	SG 8 Step 1	₱ 13,810.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	Level 1 - Basic CORE 1: Analytical Thinking; CORE 2: Managing Resources CORE 3: Flexible Thinking; Organizational 1: Drafting Skills Organizational 2: Client Focus:	Office of the Municipal Accountant
3	Administrative Aide VI (Clerk III)	121	SG 6 Step 1	₱ 12,189.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Level 1 - Basic CORE 1: Analytical Thinking; CORE 2: Managing Resources CORE 3: Flexible Thinking; Organizational 1: Drafting Skills Organizational 2: Client Focus:	Office of the Municipal Treasurer
4	Revenue Collection Clerk II	70	SG 7 Step 1	₱ 12,966.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Level 1 - Basic CORE 1: Analytical Thinking; CORE 2: Managing Resources CORE 3: Flexible Thinking; Organizational 1: Drafting Skills Organizational 2: Client Focus:	Office of the Municipal Treasurer

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

Republic of the Philippines
MUNICIPALITY OF LILOAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU - LILOAN, SOUTHERN LEYTE in the CSC website:


RODOLFO C. CUARES
SB Member / OIC Mayor's Office
Per Memorandum Order No. 2018-03-06

Date: March 20, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	Municipal Civil Registrar	28	24	48,312.00	Bachelor's Degree	3 years experience in civil registry work	None	First Grade or its equivalent		Local Civil Registry Office
2										
3										
4										
5										

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;
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:

TEOFILO L. CHONG
Municipal Mayor
LGU - Liloan, Southern Leyte
liloan_southernleyte@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
LGU-PADRE BURGOS, SOUTHERN LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-PADRE BURGOS, Padre Burgos, Southern Leyte in the CSC website:


HERMENEGILDO C. CULPA
(Head of Agency)

Date: 2/15/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide 1 (Utility Worker I)	51	SG 1/1	6,551.25	Must be able to read and write	None required	None required	None required	N/A	Office of the Municipal Assessor
2	Administrative Aide 1 (Utility Worker I)	49	SG 1/1	6,551.25	Must be able to read and write	None required	None required	None required	N/A	Office of the Municipal Treasurer
3	Administrative Officer II (Budget Officer II)	35	SG 15/1	18,105.75	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Office of the Municipal Budget Office
4	Administrative Aide IV (Driver II)	28	SG 4/1	8,077.50	Elementary School Graduate	None required	None required	Driver's License (MC 11, s 96 CAT IV, as amended)	N/A	Office of the Sanguniang Bayan
5	Municipal Government Department Head I (Municipal Assessor)	50	SG 24/1	38,426.50	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce or any other related course	3 years experience in real property assessment works in any related field	None required	RA 1080 (Real Estate Appraiser)	N/A	Office of the Municipal Assessor

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 28, 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 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:

HERMENEGILDO C. CULPA
MUNICIPAL MAYOR
Padre Burgos, Southern Leyte
mavorsoffice2012@gmail.com

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Republic of the Philippines
LGU-PADRE BURGOS, SOUTHERN LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-PADRE BURGOS, Padre Burgos, Southern Leyte in the CSC website:


HERMENEGILDO C. CULPA

(Head of Agency)

Date: 2/15/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
6	Administrative Aide III (Utility Worker II)	8	SG 3/1	7,553.75	Must be able to read and write	None required	None required	None required	N/A	Office of the Municipal Mayor
7	Administrative Aide 1 (Utility Worker I)	29	SG 1/1	6,551.25	Must be able to read and write	None required	None required	None required	N/A	Office of the Sanguniang Bayan

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 28, 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 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:

HERMENEGILDO C. CULPA
MUNICIPAL MAYOR
Padre Burgos, Southern Leyte
mayorsoffice2012@gmail.com

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FO must be
in MS Excel format

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

o: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:



CHRISTOPHERSON M. YAP
(Head of Agency)

Date: MAR 20 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	ADMINISTRATIVE OFFICER V (ADMINISTRATIVE OFFICER III)	488	18/1	32,124.00	Bachelor's degree relevant to the job	8 hours of relevant Training	2 years of relevant Experience	Career Service (Professional) Second Level Eligibility	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 _____.

2. Performance rating in the present position for one (1) year (if applicable);
4. Photocopy of Transcript of Records.

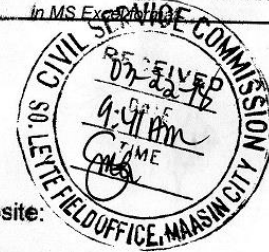
QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

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.

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

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



To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:

CHRISTOPHERSON M. YAP

(Head of Agency)

Date: **MAR 20 2018**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
9	NURSING ATTENDANT II	626	6/1	12,466.00	Elementary school graduate	4 hours of relevant Training	1 year of relevant Experience	None Required		Pintuyan District Hospital

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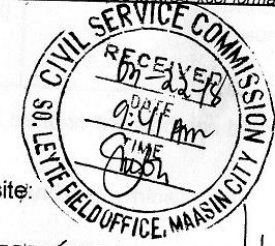
QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

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

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

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



To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:

CHRISTOPHERSON M. YAP
(Head of Agency)

Date: MAR 20 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	PROVINCIAL GOVERNMENT ASSISTANT DEPARTMENT HEAD (ASSISTANT PROVINCIAL TREASURER)	152	152	57,974.00	Bachelor's degree preferably in Commerce, Public Administration or Law from recognized University	24 hours of training on management/supervision	5 years in the treasury or accounting service	Career Service (Professional) Second Level Eligibility		Provincial Treasurer's Office
2	ADMINISTRATIVE OFFICER IV (LOCAL TREASURY OPERATIONS OFFICER II)	154	15/1	24,809.00	Bachelor's degree	4 hours of relevant Training	1 year of relevant Experience	Career Service (Professional) Second Level Eligibility		Provincial Treasurer's Office
3	ADMINISTRATIVE OFFICER IV (LOCAL REVENUE COLLECTION OFFICER II)	155	15/1	24,809.00	Bachelor's degree	4 hours of relevant Training	1 year of relevant Experience	Career Service (Professional) Second Level Eligibility		Provincial Treasurer's Office

4	ADMINISTRATIVE AIDE V (REVENUE COLLECTION CLERK I)	169	5/1	11,678.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		Provincial Treasurer's Office
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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)

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