



BULLETIN
OF
VACANT
POSITIONS
(Pursuant to R.A. 7041)

December 29, 2017

Date of Release

Published by:

**Civil Service Commission
Southern Leyte Field Office
Maasin City, Southern Leyte**

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VACANT POSITION

LOCAL GOVERNMENT UNIT OF ANAHAWAN

Head of Agency : DIEGO A. LOQUINTE
Position : Municipal Mayor
Mailing Address : Anahawan, Southern Leyte

Contact Person : ANN B. HUERTE
Position : Private Secretary 1
E-mail Add : lguanahawan@yahoo.com

POSITION TITLE : ADMINISTRATIVE OFFICER II (HRMO II)
NO. OF VACANCY : 1
ITEM NO. : 2-A
STATION : Municipal Mayor's Office
STATUS : Permanent
SALARY GRADE : 15
SALARY : P 18, 814.00

Qualification Standards
EDUCATION : BACHELOR'S DEGREE
EXPERIENCE : ONE (1) YEAR OF RELEVANT EXPERIENCE ON HRM
TRAINING : FOUR (4) HOURS OF RELEVANT TRAINING ON HRM
ELIGIBILITY : CAREER SERVICE PROFESSIONAL
SECOND LEVEL ELIGIBILITY

OTHER REQUIREMENTS FOR THE POSITION:

APPLICANTS MUST BE A FILIPINO CITIZEN, WITH GOOD MORAL CHARACTER AND A RESIDENT OF THE LGU CONCERN

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	3 NURSE II	EDUCATION: Bachelor of Science in Nursing. EXPERIENCE: 1 year relevant experience TRAINING: 4 hours relevant training ELIGIBILITY: RA 1080 (Nurse) OTHER REQUIREMENTS: None	STATUS: Regular Permanent ITEM NO: 540064-2010, 540047-2010, 540039-2010 SALARY GRADE: 15 SALARY: P330,780.00	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	3 Teacher III (Sec.)	EDUCATION: Bachelors' degree of Education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least eighteen (18) units in professional education. EXPERIENCE: None Required TRAINING: None required ELIGIBILITY : PBET, Teacher OTHER REQUIREMENT: None	STATUS: Regular Permanent ITEM NO: 540313-2011, 540885-2014, 540489-2009, SALARY GRADE: 13 P279,084/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	2 Teacher III (Elem)	EDUCATION: Bachelor of Elementary education (BEED) or Bachelor's degree plus 18 professional units in education. EXPERIENCE: 2 years relevant experience TRAINING: None required ELIGIBILITY: PBET, Teacher/ RA 1080 OTHER REQUIREMENT: None	STATUS: Regular Permanent ITEM NO : 540560-2014, 541433-2012, SALARY GRADE: 13 P267,936.00/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	2 Master Teacher I (Sec.)	EDUCATION: Bachelors' degree in education or its equivalent with a major and minor, or Bachelors' degree in Arts and Sciences with at least ten (10) units in professional education. EXPERIENCE: 1 year relevant experience TRAINING: 4 hours relevant training ELIGIBILITY: PBET, Teacher/ RA 1080 OTHER REQUIREMENT: None	STATUS: Regular Permanent 540023-2001, 542930-1998, SALARY GRADE: 18 P428,316/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-	1	EDUCATION: Bachelors' Secondary Education	STATUS: Regular	GENIS S. MURALLOS, CESO V

DepEd-Southern Leyte Division	Teacher I (Sec.)	(BSED) or Bachelor's degree plus 18 professional units in Education with appropriated major.	Permanent 541045-2015	Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax)
		EXPERIENCE: None required		
		TRAINING: None required	SALARY GRADE: 11 P235,440/annum	MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com
		ELIGIBILITY: PBET, Teacher/ RA 1080		
		OTHER REQUIREMENT: None		

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	1 Teacher II (Sec.)	EDUCATION: Bachelors' Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriated major.	STATUS: Regular Permanent 540427-2011	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax)
		EXPERIENCE: 1 year or relevant experience		
		TRAINING: None required	SALARY GRADE: 12 P256,644/annum	MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com
		ELIGIBILITY: PBET, Teacher/ RA 1080		
		OTHER REQUIREMENT: None		

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	3 Principal I (Elem.)	EDUCATION: Bachelors' degree in Elementary Education or Bachelor's degree with 18 professional education units.	STATUS: Regular Permanent 540087-2010, 540167-2011, 540316-2010	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax)
		EXPERIENCE: HT for 1 year; or TIC for 2 years; or MT for 2 years or Teacher for 5 years;		
		TRAINING: 40 hours or relevant training	SALARY GRADE: 19 P469,812/annum	MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com
		ELIGIBILITY: PBET, Teacher/ RA 1080		
		OTHER REQUIREMENT: None		

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	2 Principal II (Elem.)	EDUCATION: Bachelors' degree in Elementary Education or Bachelor's degree with 18 professional education units + 6 units of Management 1 year as Principal	STATUS: Regular Permanent 540328-2010, 540317-2010	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax)
		TRAINING: 40 hours or relevant training	SALARY GRADE: 20 P519,000/annum	MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com
		ELIGIBILITY: PBET, Teacher/ RA 1080		
		OTHER REQUIREMENT: None		

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	1 Master Teacher II (Elem.)	EDUCATION: Bachelors' degree in Elementary Education (BEED) or its equivalent	STATUS: Regular Permanent 540750-1998	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax)
		EXPERIENCE: 1 year of relevant experience		
		TRAINING: 4 hours or relevant training	SALARY GRADE: 20 P519,000/annum	MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com
		ELIGIBILITY: PBET, Teacher/ RA 1080		

OTHER REQUIREMENT: None

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	6 Teacher II (Elem.)	EDUCATION: Bachelors' degree in Elementary Education (BEED) or its equivalent EXPERIENCE: 1 year of relevant experience TRAINING: 4 hours or relevant training ELIGIBILITY: PBET, Teacher/ RA 1080 OTHER REQUIREMENT: None	STATUS: Regular Permanent 540466-2012, 540629-2009, 540473-2006, 540026-2004,, 540646-2009, 540450-2006, SALARY GRADE: 12 P256,644/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	4 Master Teacher I (Elem.)	EDUCATION: Bachelors' degree in Elementary Education (BSEED) or its equivalent EXPERIENCE: 1 year of relevant experience TRAINING: 4 hours or relevant training ELIGIBILITY: PBET, Teacher/ RA 1080 OTHER REQUIREMENT: None	STATUS: Regular Permanent 541800-1998, 541846-1998, 543177-1998, 543122-1998 SALARY GRADE: 18 P428,316/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	3 Teacher I (Elem.)	EDUCATION: Bachelors' degree in Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education EXPERIENCE: None required TRAINING: None required ELIGIBILITY: PBET, Teacher/ RA 1080 OTHER REQUIREMENT: None	STATUS: Regular Permanent 540207-2006, 543170-2012, 540010-2007 SALARY GRADE: 11 P235,440/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

AGENCY	POSITION	QUALIFICATION STANDARD	OTHER DETAILS	CONTACT INFORMATION
DepEd-Southern Leyte Division	1 Administrative Aide III	EDUCATION: Completion of two years studies in college or High /School graduate with relevant vocational/trade course EXPERIENCE: None required TRAINING: None required ELIGIBILITY: Career Service (Subprofessional) First Level OTHER REQUIREMENT: None	STATUS: Regular Permanent 540121-2004 SALARY GRADE: 03 P136,644/annum	GENIS S. MURALLOS, CESO V Schools Division Superintendent Mantahan, 6600 Maasin City 381-3835(Telefax) MARIA FELMAR G. OLOR Administrative Officer IV 0926-856-7570 / 570-8933 mariafelmar_olor@yahoo.com

VACANCY

LGU –HINDANG, LEYTE.

Head of Agency: HON. BETTY A. CABAL
Position: Municipal Mayor
Mailing Address: Mabini St. Poblacion 11 Hindang, Leyte

Contact Person: WENCESLINA M. BUENAFE
Position: Admin. Officer II (HRMO I)
E mail Address: b_wenceslina@yahoo.com
Contact Numbers: 09070352529/09759755930

POSITION TITLE	Administrative Aide III
NO. OF VACANCY	1
LEVEL	1
ITEM NO.	71
STATUS	Permanent
SALARY GRADE	3
EDUCATION	Completion of two years studies on college
TRAINING	None Required
EXPERIENCE	None Required
ELIGIBILITY	None Required
SALARY	P 7,618/m

Other Requirements; Must be a resident of Hindang, Leyte

POSITION TITLE	Administrative Aide I (Utility Worker I)
NO. OF VACANCY	4
STATUS:	Casual
LEVEL	1
SALARY GRADE	1
EDUCATION	Must be able to read and write
TRAINING	None required
EXPERIENCE	None required
ELIGIBILITY	None required
SALARY	P 6,986.98/m
Other Requirements;	Must be a resident of Hindang, Leyte

LOCAL GOVERNMENT UNIT OF HINUNDAYAN

Head of Agency **ALFREDO M. LAGUMBAY, M.D.**
Position Municipal Mayor
Mailing Address District II, Hinundayan
6609 Southern Leyte

Contact Person **MA. BELLA J. GILBUENA**
Position Human Resource Management Officer I
Email Address mpdchinundayan@gmail.com / gilbuena2010@gmail.com
Contact Numbers (053) 589-2323 / 0939 851 0553

VACANT POSITION FOR PUBLICATION

(Pursuant To RA 7041 and its Implementing Rules)

POSITION TITLE : **Municipal Government Department Head I
(Municipal Planning and Development Coordinator I)**
NO. OF VACANCY : 1
ITEM NO. (STATION) : 34, Page 3 (Municipal Planning and Development Office)
STATUS : Permanent
SALARY GRADE : 24/1
SALARY : P 475,524.00/annum
Qualification Standards
EDUCATION : Bachelor's degree preferably in Urban
Planning, Development Studies, Economics,
Public Administration or any related course
EXPERIENCE : 3 years experience in government planning or
in any related field
TRAINING : None
ELIGIBILITY : Licensed Environmental Planner (RA 1080, MC 10 s.2017)
OTHER REQUIREMENT/S: Must be a resident of Hinundayan, So. Leyte

POSITION TITLE : **Municipal Government Department Head I
(Municipal Social Welfare and Development Officer I)**
NO. OF VACANCY : 1
ITEM NO. (STATION) : 73, Page 7 (Municipal Social Welfare and Development Office)
STATUS : Permanent
SALARY GRADE : 24/1
SALARY : P 475,524.00/annum
Qualification Standards
EDUCATION : Bachelor's degree in Social Work or
Bachelor's degree preferably in Sociology
or any related course
EXPERIENCE : 3 years experience in the practice of Social work
TRAINING : None
ELIGIBILITY : RA 1080 (Social Worker)
OTHER REQUIREMENT/S: Must be a resident of Hinundayan, Southern Leyte

POSITION TITLE : **Municipal Government Department Head I
(Municipal Environment and Natural Resources Officer I)**

NO. OF VACANCY : 1

ITEM NO. (STATION) : 97, Page 9 (MENRO)

STATUS : Permanent

SALARY GRADE : 24/1

SALARY : P 475,524.00/annum

Qualification Standards

EDUCATION : Bachelor's degree in Environment, Forestry, Agriculture or any related course

EXPERIENCE : 3 years experience in environmental and natural resources management, conservation and utilization

TRAINING : None

ELIGIBILITY : First grade or its equivalent

OTHER REQUIREMENT/S: Must be a resident of Hinundayan, So. Leyte

POSITION TITLE : **Local Disaster Risk Reduction
Management Officer II**

NO. OF VACANCY : 1

ITEM NO. (STATION) : 107, Page 9 (Office of the Municipal Mayor)

STATUS : Permanent

SALARY GRADE : 15/1

SALARY : P 220,008.00/annum

Qualification Standards

EDUCATION : Bachelor's Degree

EXPERIENCE : 1 year of relevant experience on DRRM

TRAINING : 4 hours of relevant training on DRRM

ELIGIBILITY : Career Service Professional/
Second Level Eligibility

POSITION TITLE : **Social Welfare Officer III**

NO. OF VACANCY : 1

ITEM NO. (STATION) : 74, Page 7 (Municipal Social Welfare Office)

STATUS : Permanent

SALARY GRADE : 18/1

SALARY : P 280,992.00/annum

Qualification Standards

EDUCATION : Bachelor's Degree relevant to the job

EXPERIENCE : 2 years of relevant experience

TRAINING : 8 hours of relevant training

ELIGIBILITY : Career Service (Professional)/
Second Level Eligibility

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

To: CIVIL SERVICE COMMISSION (CSC)

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



NACIONAL V. MERCADO

City Mayor

Date: December 20, 2017

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	1 Medical Officer III	2016-P-280	SG21	P47,779.00	Doctor of Medicine	4 hours relevant training	1 year relevant experience	R.A. 1080		City Health Services Office
2	1 Administrative Officer V - (Administrative Officer III)	2016-P-130	SG18	P30,339.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional, Second Level Eligibility		City General Services Office
3	1 Instructor I	2016-P-409	SG12	P18,179.00	Masters Degree in the area of specialization	None required	None required	R.A. 1080		Maasin City College
4	3 Midwife II	2016-P-298 2016-P-302 2016-P-303	SG11	P19,620.00	Completion of Midwifery Course	8 hours of relevant training	2 years of relevant experience	R.A. 1080		City Health Services Office
5	1 Midwife I	2016-P-307	SG9	P16,986.00	Completion of Midwifery Course	None required	None required	R.A. 1080		City Health Services Office
6	2 Agricultural Technologist	2016-P-350 2016-P-351	SG10	P15,484.00	Bachelor's Degree relevant to the job	None required	None required	R.A. 1080		City Agricultural Services Office
7	1 Administrative Assistant II - (Accounting Clerk III)	2016-P-113	SG8	P13,445.00	Completion of two year college studies	4 hours relevant training	1 year relevant experience	Career Service Subprofessional, First Level Eligibility		Accounting and Internal Audit Services Office
8	2 Administrative Aide IV - (Accounting Clerk I)	2016-P-117 2016-P-118	SG4	P10,332.00	Completion of two year college studies	None required	None required	Career Service Subprofessional, First Level Eligibility		Accounting and Internal Audit Services Office
9	1 Engineering Aide	2016-P-235	SG4	P10,332.00	High School graduate or completion of relevant vocational/trade course	None required	None required	None Required/(MC NO. 10, S. 2013 - CAT. III)		City Engineering Services Office

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
10	1 Administrative Aide III - (Utility Worker II)	2016-P-017	SG3	P9,679.00	Must be able to read and write	None required	None required	None Required/(MC NO. 10, S. 2013 - CAT. III)		City Mayor's Office
11	1 Administrative Aide I - (Utility Worker I)	2016-P-327	SG1	P9,981.00	Must be able to read and write	None required	None required	None Required/(MC NO. 10, S. 2013 - CAT. III)		City Health Services 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 **January 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:

NACIONAL V. MERCADO

City Mayor

Local Government Unit - Maasin City

E. Rafols St., Tunga-Tunga, Maasin City, Southern Leyte

lgumaasincity@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

VACANT POSITION FOR PUBLICATION

(Pursuant to RA 7041 and its implementing Rules)

Page | 1

REGION	:	VIII
NAME OF OFFICE	:	LOCAL GOVERNMENT UNIT
ADDRESS	:	MATALOM, LEYTE
1. POSITION TITLE	:	MEDICAL OFFICER IV
NO. OF VACANCY	:	1
ITEM NUMBER	:	84/ Matalom Community Hospital
STATUS	:	Permanent
SALARY GRADE	:	23
SALARY	:	58,310/month
<i>Qualification Standards</i>		
EDUCATION	:	Doctor of Medicine
EXPERIENCE	:	Three (3) year relevant experience
TRAINING	:	8 hours relevant training
ELIGIBILITY	:	R.A. 1080 (Physician)

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

Republic of the Philippines
 Southern Leyte State University, College of Agriculture & Environmental Sciences
 Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of SLSU-CAES in the CSC website:

WADE C. LIM, MPM-LGD

Campus Dean

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	Registrar II	SLSUB-R2-2-2008	15/1	27,565.00	Bachelor's Degree	4 hours of relevant training	1 yr of relevant training	CS Prof , Second Level Eligibility		Registrar's Office, SLSU-CAES
2	Instructor I	SLSUB-INST1-2-2017	12/1	21,387.00	Master's Degree in Environmental Science or its allied course	None Required	None Required	RA 1080 or CS Prof		
3	Instructor I	SLSUB-INST1-3-2017	12/1	21,387.00	Master's Degree in Environmental Science or its allied course	None Required	None Required	RA 1080 or CS Prof		
4	Office Assistants (10)	Job Orders			Completion of two years studies in college	None required	None Required	None required	None required	

5	Farm Workers /Utility Workers (50)	Job Orders			None required	None required	None required	None required	None required	
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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 January 22, 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:

WADE C. LIM, MPM-LGD
Campus Dean
SLSU-CAES, Hinunangan, Southern Leyte
slsu_caes@slsuonline.edu.ph

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. VILLANERMOZA

(Head of Agency)

Date:

22-Dec-17

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 IV (ACCOUNTING CLERK I)	196	SG 4, STEP 1	10,332.00	Completion of two years in college	None required	None required	Career Service Subprofessional 1st Level Eligibility	LEVEL 1: BASIC Core Competencies: Analytical Thinking Managing Resources Flexible Thinking Organizational: Drafting Skills Client Focus	Office of the Municipal Accountant
2	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	153	SG 9, STEP 1	14,438.00	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional 1st Level Eligibility	LEVEL 1: BASIC Core Competencies: Analytical Thinking Managing Resources Flexible Thinking Organizational: Drafting Skills Client Focus	Office of the Municipal Accountant
3	ADMINISTRATIVE AIDE II (BOOK BINDER I)	197	SG 2, STEP 1	9,067.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III, as ammended)	LEVEL 1: BASIC Core Competencies: Analytical Thinking Managing Resources Flexible Thinking Organizational: Drafting Skills Client Focus	Office of the Municipal Accountant

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 JANUARY 25, 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:

ALBERT R. VILLAHERMOSA

Municipal Mayor

R.V. Villaflores St., Hilongos, Leyte

arvillahermosa03@yahoo.com

eruiz66@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
Department of Education
Region VIII
MAASIN CITY DIVISION
Government Center, Combado, Maasin City
Telefax (053) 570-8066

December 19, 2017

POSITION : **TEACHER II (Senior High School)**
NO. OF VACANCY : Nine (9)
ITEM NO. (STATION) : OSEC-DECSB-TCH2- 542616-2017, 542617-2017, 542618-2017,
42619-2017, 542620-2017, 542621-2017, 542622-2017, 542623-2017,
542624-2017
STATUS : Regular Permanent
SALARY GRADE : 12
SALARY : P 256,644.00/ annum
Qualification Standards :
EDUCATION : Bachelor's Degree in Secondary Education (BSED) or
Bachelor's degree plus 18 professional units in Education with
appropriate major.
EXPERIENCE : 1 year of relevant experience
TRAINING : NONE REQUIRED
ELIGIBILITY : PBET, Teacher
OTHER REQUIREMENT : None

VACANCY FOR PUBLICATION
(Pursuant to RA 7041 AND Its Implementing Rules)

Municipality of Silago
Silago, Southern Leyte

ANNOUNCES ITS VACANT POSITIONS

POSITION TITLE: Municipal Gov't. Dept. Head (Municipal Social Welfare and Development Officer I)
NO. OF VACANT: 1
ITEM NO. 50
STATUS: PERMANENT
SALARY GRADE: 24
SALARY: Ph 478,626.00/annum

QUALIFICATION STANDARD

EDUCATION: Bachelor's degree in Social Work or Bachelor's degree preferably in Sociology or any related course
EXPERIENCE: 3 years experience in the practice of social work
TRAINING: None
ELIGIBILITY: RA 1080 (Social Worker)

OTHER REQUIREMENTS:

Filipino Citizen, resident of Silago Southern Leyte and of good moral character

POSITION TITLE: Administrative Aide I (Utility Worker I)
NO. OF VACANT: 2
ITEM NO. 21 and 36
STATUS: PERMANENT
SALARY GRADE: 1
SALARY: Ph 83,154.00/annum

QUALIFICATION STANDARD

EDUCATION: Must be able to read and write
EXPERIENCE: None required
TRAINING: None required
ELIGIBILITY: None required (MC 11, s. 96-Cat. III, as amended)

POSITION TITLE: Fiscal Examiner I
NO. OF VACANT: 1
ITEM NO. 35
STATUS: PERMANENT
SALARY GRADE: 11
SALARY: Ph 169,320.00/annum

QUALIFICATION STANDARD

EDUCATION: Bachelor's degree relevant to the job
EXPERIENCE: None required
TRAINING: None required
ELIGIBILITY: Career Service (Professional) Second Level Eligibility

Qualified applicants must submit their application letter, resume', and other credentials to:

HON. PACITA T. ALMINE
Municipal Mayor
LGU-Silago
Silago Southern Leyte

Through:

MRS. JENITH S. ANAVESA
HRMO-I
LGU-Silago
Silago Southern Leyte

HON. PACITA T. ALMINE
Municipal Mayor



Republic of the Philippines
Province of Southern Leyte
MUNICIPALITY OF MACROHON

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OFFICE OF THE MUNICIPAL MAYOR

VACANT POSITIONS FOR PUBLICATION
(Pursuant to RA 7041 and its Implementing Rules)

REGION : VIII

NAME OF AGENCY : Municipality of Macrohon

POSITION TITLE : Secretary to the Sangguniang *Bayan*

SALARY GRADE : 24

ITEM NUMBER : 18

EDUCATION : Bachelor's Degree preferably in Law,
Commerce or Public Administration

EXPERIENCE : None

TRAINING : None

ELIGIBILITY : First Grade or its equivalent

OTHER REQUIREMENTS : Filipino Citizen & a resident of
Macrohon, Southern Leyte