



CSC WESTERN LEYTE SATELLITE OFFICE

3rd Floor New Ormoc City Hall, Aunubing Street, 6541 Ormoc City
Telefax: (053)832-3395; Email address: csc.westernleyte@gmail.com

BULLETIN OF VACANT POSITIONS IN THE GOVERNMENT

(Bulletin No. 18-02B, Pursuant to R.A. No. 7041)

As of February 28, 2018

BULLETIN OF VACANT POSITIONS

CSC Western Leyte Satellite Office, Ormoc City

As of February 28, 2018

T A B L E O F C O N T E N T S

P A G E

Department of Education - Ormoc City Division	1
Philippine Ports Authority	2 - 4
Visayas State University - Baybay City	5 - 9
Palompon Institute of Technology - Palompon	10 - 15
City Government of Baybay	16 - 18
Municipality of San Isidro, Leyte	19 - 20

NOTE: Please submit your application documents to the agency where the vacancy is indicated. Thank you.

Republic of the Philippines
DEPARTMENT OF EDUCATION, Ormoc City Division
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Department of Education, Ormoc City Division in the CSC website:

MANUEL P. ALBAÑO, Ph.D., CESO V
(Head of Agency)

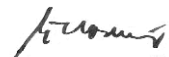
Date: 28-Feb-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-540262-2010	20	564,444	Bachelor's degree in Educ. or its equivalent with a major & minor, or Bachelor's degree in Arts & Sciences w/ at least ten (10) units in prof. educ.	8 hours of relevant training	2 years of relevant experience	PBET/Teacher/RA 1080		Elementary
2	TEACHER III	OSEC-DECSB-TCH3-541421-2002	13	290,688	BEED/BSED or Bachelor's degree plus 18 prof. units in Educ.	None Required	1 yr. relevant	RA 1080		Secondary
3	TEACHER II	OSEC-DECSB-TCH2-544800-1998	12	265,788	BEED/BSED or Bachelor's degree plus 18 prof. units in Educ.	None Required	1 yr. relevant	-DO-		Elementary
4	TEACHER I	OSEC-DECSB-TCH1-541322-2015	11	242,148	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 15 units of specialization in relevant strand/subject	None required	None required	-DO-		Secondary
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.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


MANUEL P. ALBAÑO, PH.D., CESO V
SCHOOLS DIVISION SUPERINTENDENT
BRGY. PUNTA, ORMOC CITY
deped.ormoc.hrmu@gmail.com

Republic of the Philippines
PHILIPPINE PORTS AUTHORITY
PMO WESTERN LEYTE / BILIRAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PHILIPPINE PORTS AUTHORITY PMO WESTERN LEYTE/BILIRAN in the CSC website:

MANUEL A. BOHOLANO

Port Manager

Date:

February 12, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	One (1) Executive Secretary C	H-425	11	242148	Completion of two (2) years studies in college	None required	None required	None required		OFFICE OF THE PORT MANAGER
2	One (1) Attorney IV	H-430	23	787248	Bachelor of Laws	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080		OFFICE OF THE PORT MANAGER
3	One (1) Administrative Officer IV	H-444	22	704604	Bachelor's degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility		ADMINISTRATIVE DIVISION
4	One (1) Procurement Officer B	H-452	15	348120	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		ADMINISTRATIVE DIVISION
5	One (1) Plant Mechanic/ Electrician B	H-449	10	224618	High School Graduate or Completion of relevant Vocational/trade course	Eight (8) hours of relevant training	Two (2) years of relevant experience	Electrician (Building Wiring)(-250 volts); (CSC MC 11, s. 96-Cat.I)		ADMINISTRATIVE DIVISION

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 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:

MANUEL A. BOHOLANO
PORT MANAGER
Philippine Ports Authority PPA
Lot 2, Block 13, Doña Feliza Mejia Subdivision, D. Veloso St., Ormoc City
pmowlb_hrmd@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
PHILIPPINE PORTS AUTHORITY
PMO WESTERN LEYTE / BILIRAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PHILIPPINE PORTS AUTHORITY PMO WESTERN LEYTE/BILIRAN in the CSC website:

MANUEL A. BOHOLANO

Port Manager

Date:

February 12, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
6	One (1) Cashier A	H-439-2	16	381 180	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		FINANCE DIVISION
7	One (1) Supervising Engineer A	H-457	18	457020	Bachelor's degree in Engineering relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080		ENGINEERING SERVICES DIVISION
8	One (1) Cashier B	H-488	14	317928	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility		TMO HILONGOS
9	One (1) Harbor Operations Officer A	H-503	16	381 180	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility		TMO PALOMPON / SAN ISIDRO LEYTE
10	One (1) Harbor Operations Officer A	H-495	16	381 180	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility		TMO MAASIN

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 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:

MANUEL A. BOHOLANO
PORT MANAGER
Philippine Ports Authority PPA
Lot 2, Block 13, Doña Feliza Mejia Subdivision, D. Veloso St., Ormoc City
pmowlb_hrmd@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
PHILIPPINE PORTS AUTHORITY
PMO WESTERN LEYTE / BILIRAN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PHILIPPINE PORTS AUTHORITY PMO WESTERN LEYTE/BILIRAN in the CSC website:

MANUEL A. BOHOLANO

Port Manager

Date:

February 12, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
11	One (1) Collection Representative A	H-505-2	10	224616	Completion of two (2) years studies in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Subprofessional); First Level Eligibility		TMO PALOMPON / SAN ISIDRO LEYTE
12	One (1) Civil Security Officer A	H-463-2	18	457020	Bachelor's degree	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Professional) Second Level Eligibility		PORT POLICE DIVISION
13	One (1) Civil Security Officer C	H-465-2	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT POLICE DIVISION
14	One (1) Industrial Security Officer	H-485	11	242148	Bachelor's degree	None required	None required	Career Service (Professional); Second Level Eligibility		TMO ISABEL

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 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:

MANUEL A. BOHOLANO
PORT MANAGER
Philippine Ports Authority PPA
Lot 2, Block 13, Dofia Feliza Mejia Subdivision, D. Veloso St., Ormoc City
pmowlb_hrmd@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 for the publication of the following vacant positions of Visayas State University, Baybay, Leyte in the CSC website:


EDGARDO E. TULIN

(Head of Agency)


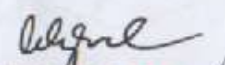
Date: February 20, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER III	ADOF3- 8-2010	14	317,928	Bachelor's degree in Accountancy or in Management and other field but with units in Accounting	8 hrs	2 yrs	CS Professional	1. Government & delivery service excellence - complies with VSU standards in level of service delivery and with deep sense of responsibility to render excellent service for the satisfaction of clients. 2. Identifying strength - complies with policies, rules and standards within the university. 3. Solving problems and decision making - provides and offers timely solutions to problems and addresses them in a prompt and effective manner. 4. Planning and prioritizing - ability to plan programs, activities and projects to help attain the vision of university students, graduates and communities. 5. Quality assurance and quality improvement - continuously monitors and finds ways to minimize new policies and procedures that will result to less of doing things the wrong way and errors. 6. Representing the school effectively - recognizes personal strengths and gaps and is willing to utilize strengths at the same time, undergo required trainings and interventions to address needs or gaps identified.	Isabel Campus
	ADMINISTRATIVE OFFICER II	ADOF2-28-2004	11	242,148	Bachelor's degree in Accountancy or in Commerce, major in Accounting	4 hrs	1 yr	CS Professional		Cash Division
3	INTERNAL AUDITOR IV	IAUID4- 4-2009	22	704,604	Bachelor's degree in Accountancy or in Commerce, major in Accounting	16 hrs	3 yrs	CS Professional		Internal Audit Service 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 March 9, 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:

 
Dr. LOURDES B. CANO/Dr. EDGARDO E. TULIN
Director, ODAHRD/University President
ODAHRD, VSU, Visca, Baybay City, Leyte

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 for the publication of the following vacant positions of Visayas State University, Baybay, Leyte in the CSC website:

EDGARDO E. TULIN
(Head of Agency)

Date: February 14, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Admin. Officer I	ADOF1-30-2004	10	224,616	Bachelor's degree	none required	none required	CS Prof (2nd Level)	<ol style="list-style-type: none"> Commitment & delivering service excellence - complies with VSU's standards or level of service delivery and with sense of responsibility to render excellent service for the satisfaction of clients Exemplifying integrity - complies with policies, rules and standards set by the university Solving problems and decision making - provides and offers timely solutions to problems and decision alternatives for prompt and effective service. 	VSU MAIN
2	Admin. Aide IV	ADA4-128-2004	4	152,088	Completion of two (2) yrs studies in college	none required	none required	CS Sub Prof (1st Level)	<ol style="list-style-type: none"> Planning and delivering - ability to plan programs, activities and projects to help attain the overall university mandate, priorities and commitments. Championing and applying innovation - continuously innovates and finds ways to introduce new practices and procedures that will result to ease of doing things for improved customer needs. Demonstrating Personal Effectiveness - recognizes personal strengths and gaps and is willing to utilize strengths at the same time, undergoes required trainings and interventions to address competency gaps identified. 	VSU MAIN

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 26, 2018. Diverse applicants are encouraged to

- 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;
- Performance rating in the present position for one (1) year (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Dr. Lourdes B. Cano/Dr. Edgardo E. Tulin

lourdescano@vsu.edu.ph / edgardo.tulin@vsu.edu.ph

Director, ODAHRD/University President

ODAHRD, VSU, Visca, Baybay City, Leyte

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request for the publication of the following vacant positions of Visayas State University, Baybay, Leyte in the CSC website:

EDGARDO E. TULIN
(Head of Agency)


Date: February 6, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Science Research Assistant	SRAS-6-1998	9	209,875	Completion of two yrs studies in college	1 yr relevant exp	4 hrs rel. trng	CSSP	1. Commitment & delivering service excellence - complies with VSU's standards or level of service delivery and with deep sense of responsibility to render excellent service for the satisfaction of clients 2. Exemplifying Integrity - complies with policies, rules and standards set by the university 3. Solving problems and decision making - provides and offers timely solutions to problems and decide alternatives for prompt and effective service 4. Planning and delivering - ability to plan programs, activities and projects to help attain the over all university strategic priorities and commitments 5. Championing and applying innovation - continuously innovates and finds ways to introduce new practices and procedures that will result to ease of doing things for improved customer service 6. Demonstrating Personal Effectiveness - recognizes personal strengths and gaps and is willing to utilize strengths at the same time, undergoes required trainings and interventions to address competency gaps identified.	ODREx

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 26, 2018. Diverse applicants are encouraged to

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/licensing/license, and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:
APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.
APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


 Dr. Lourdes B. Cano/Dr. Edgardo E. Tulin
lourdesbcano@vshoop.com/edgardo.e.tulin@vsu.edu.ph
 Director, ODAHRD/University President
 ODAHRD, VSU, Visca, Baybay City, Leyte

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request for the publication of the following vacant positions of Visayas State University, Baybay, Leyte in the CSC website:

EDGARDO E. TULIN
(Head of Agency)

Date: January 24, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
2	Administrative Aide VI (Clerk III)	ADA6-109-2004	6	172,080	Completion of two yrs studies in college	1 yr relevant exp	4 hrs rel trng	CS Sub Prof. 1st level	1. Commitment & delivering service excellence - complies with VSU's conduct or level of service delivery and with deep sense of responsibility to render excellent service for the satisfaction of clients 2. Exemplifying integrity - complies with policies, rules and standards set by the university 3. Solving problems and decision making - provides and offers timely solutions to problems and decides alternatives for prompt and efficient service 4. Planning and delivering - ability to plan programs, activities and projects to help attain the over-all university mandate, priorities and commitments 5. Charting and applying innovation - continuously revisits and finds ways to introduce new practices and procedures that will result to ease of doing things for improved customer service 6. Demonstrating Personal Effectiveness - recognizes personal strengths and gaps and is willing to utilize strengths at the same time, undergo regular trainings and interventions to address competency gaps identified	NCRC

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 9, 2017. Diverse applicants are encouraged to apply.

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/eligibility license; and
4. Photocopy of Transcript of Records.

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


Dr. Lourdes B. Cano/Dr. Edgardo E. Tulin

Director, ODAHRD/University President

ODAHRD, VSU, Visca, Baybay City, Leyte

lourdesbrcano@yahoo.com/edgardo.tulin@vsu.edu.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 for the publication of the following vacant positions of Visayas State University, Baybay, Leyte in the CSC website:

EDGARDO E. TULIN

(Head of Agency)

Date:

January 22, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Administrative Aide V (Carpenter II)	ADA5-66-2004	5	161,772	Elementary School Graduate	none required	none required	MC 10, s2013, Cat II	1. Commitment & delivering service excellence - complies with VSU's standards or level of service delivery and with deep sense of responsibility to render excellent service for the satisfaction of clients	GEN SERVICE OFFICE
2	Administrative Aide V (Elect & Comm Equip Tech I)	ADA6-106-2004	6	172,080	Completion of two yrs studies in college or HS graduate with relevant vocational/trade course	none required	none required	MC 10, s2013, Cat II	2. Exemplifying integrity - complies with policies, rules and standards set by the university	DYDC
3	Administrative Aide VI (Mech Plant Optr)	ADA6-79-2004	6	172,080	HS graduate or Completion relevant vocational/trade course	none required	none required	MC 10, s2013, Cat II	3. Solving problems and decision making - provides and offers timely solutions to problems and decision dilemmas for prompt and effective service	GEN SERVICE OFFICE
4	Administrative Assistant II (ECET)	ADAS2-51-2004	8	195384	High school graduate or completion of relevant vocational/trade course	1 year of rel. exp	4 hours of rel. training	MC 10, s2013, Cat II	4. Planning and delivering - ability to plan programs, activities and projects to help attain the overall university mandate, priorities and commitments	DYDC


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 15, 2018. Diverse applicants are encouraged to

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:

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


Dr. Lourdes B. Cano/Dr. Edgardo E. Tulin
lourdesbcano@yahoo.com/edgardo.tulin@vsu.edu.ph
Director, ODAHRD/University President

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Instructor I	PITB-INST1-4-2009	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	IMO 6.09	With teaching experience	RA 1080	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Maritime Education
2	Instructor I	PITB-INST1-2-2011	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Technology and Engineering
3	Instructor I	PITB-INST1-4-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Technology and Engineering
4	Instructor I	PITB-INST1-5-2009	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Technology and Engineering

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 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
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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

5	Instructor I	PITB-INST1-11-2015	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Technology and Engineering
6	Instructor I	PITB-INST1-12-2010	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Technology and Engineering
7	Instructor I	PITB-INST1-31-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Technology and Engineering
8	Instructor I	PITB-INST1-3-2009	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Technology and Engineering
9	Instructor I	PITB-INST1-6-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Arts and Sciences
10	Instructor I	PITB-INST1-6-1998	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Arts and Sciences

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 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
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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

11	Instructor I	PITB-INST1-25-2013	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Arts and Sciences
12	Instructor I	PITB-INST1-8-2015	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Arts and Sciences
13	Instructor I	PITB-INST1-21-2013	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Arts and Sciences
14	Instructor I	PITB-INST1-24-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Arts and Sciences
15	Instructor I	PITB-INST1-26-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	None Required		College of Arts and Sciences

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 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
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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

16	Instructor I	PITB-INST1-1-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Maritime Education
17	Instructor I	PITB-INST1-2-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
18	Instructor I	PITB-INST1-5-1998	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
19	Instructor I	PITB-INST1-5-2010	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
20	Instructor I	PITB-INST1-1-2007	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education

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 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 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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

21	Instructor I	PITB-INST1-4-2011	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Maritime Education
22	Instructor I	PITB-INST1-25-1998	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
23	Instructor I	PITB-INST1-13-2010	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
24	Instructor I	PITB-INST1-4-2002	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education
25	Instructor I	PITB-INST1-3-2007	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Maritime Education

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 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
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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Palompon Institute of Technology in the CSC website:

NORBERTO C. OLAVIDES
SUC President III

Date: 6/2/2018

26	Instructor I	PITB-INST1-9-2015	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080	1. Can think strategically and creative. 2. Can lead change. 3. Can build collaborative, inclusive working relationships. 4. Can manage performance and coaching for results. 5. Can create and nurture a high performing organization.	College of Education
27	Instructor I	PITB-INST1-2-2003	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Education
28	Instructor I	PITB-INST1-7-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Education
29	Instructor I	PITB-INST1-8-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Education
30	Instructor I	PITB-INST1-15-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Education
31	Instructor I	PITB-INST1-21-2016	12	265,788.00	Master's Degree in the area of specialization or its allied/related fields	With relevant training	With teaching experience	RA 1080		College of Education
32	Supervising Administrative Officer	PITB-SADOF-1-2006	22	704,604.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		General Administrative and Support Services

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 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 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:

NORBERTO C. OLAVIDES
SUC President III
Evangelista St., Palompon, Leyte
pit_suc@yahoo.com

Republic of the Philippines
PROVINCE OF LEYTE
CITY OF BAYBAY
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 of Unit of Baybay City, Leyte) in the CSC website:

CARMEN L. CARI

City Mayor

Date: February 14, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER IV (HRMO II)	12	SG 15	348,120.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		City Mayor's Office
2	ADMINISTRATIVE ASSISTANT III (Computer Operator II)	157	SG 9	209,676.00	Completion of two years studies in college or High School Graduate with relevant vocational /trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)Data Encoder (MC 11,s. 96 Cat. I First Level Eligibility		City Mayor's Office
3	ADMINISTRATIVE AIDE IV (Stenographer)	36	SG 4	152,088.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Sangguniang Panlungsod Office
4	ADMINISTRATIVE AIDE IV (Clerk II)	37	SG 4	152,088.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Sangguniang Panlungsod Office
5	ADMINISTRATIVE OFFICER III (Records Officer II)	215	SG 14	317,928.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Sangguniang Panlungsod Office
6	ADMINISTRATIVE AIDE II (Bookbinder I)	217	SG 2	134,400.00	Elementary School Graduate	None required	None required	None required (MC 11,s.96-Cat. III)		Sangguniang Panlungsod Office
7	CITY GOVT. DEPARTMENT HEAD I (City Legal Officer I)	218	SG 25	989,268.00	Bachelor of Law	None	5 years experience in the practice of law	RA 1080		City Legal Office
8	PUBLIC SERVICES OFFICER III	563	SG 18	457,020.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		City General Services Office
9	ADMINISTRATIVE ASSISTANT VI (Computer Operator III)	233	SG 12	265,788.00	Completion of two years studies in college or High School Graduate with relevant vocational /trade course	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional)Data Encoder (MC 11,s. 96 Cat. I First Level Eligibility		City Budget Office

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
10	ADMINISTRATIVE OFFICER II (Fiscal Examiner I)	308	SG 11	242,148.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		City Accountant's Office
11	ADMINISTRATIVE AIDE IV (Accounting Clerk I)	309	SG 4	152,088.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		City Accountant's Office
12	ADMINISTRATIVE AIDE III (Clerk I)	310	SG 3	142,968.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		City Accountant's Office
13	CITY GOV'T. ASST. DEPT. HEAD I (Assistant City Treasurer)	56	SG 23	787,248.00	Bachelor's degree	16 hours relevant training	3 years relevant experience	Career Service (Professional) Second Level Eligibility		City Treasurer's Office
14	REVENUE COLLECTION CLERK I	67	SG 5	161,772.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		City Treasurer's Office
15	REVENUE COLLECTION CLERK I	692	SG 5	161,772.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		City Treasurer's Office
16	REVENUE COLLECTION CLERK I	697	SG 5	161,772.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		City Treasurer's Office
17	CITY GOV'T. DEPT. HEAD I (City Assessor I)	72	SG 25	989,268.00	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce, or any other related course	None	5 years experience in real property assessment work or in any related field	First grade or its equivalent		City Assessor's Office
18	PROJECT EVALUATION OFFICER I	289	SG 11	242,148.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		City Assessor's Office
19	ADMINISTRATIVE ASSISTANT II (Data Entry Machine Operator II)	305	SG 8	195,384.00	Completion of two years studies in college or High School Graduate with relevant vocational /trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)Data Encoder (MC 11.s. 96 Cat. I First Level Eligibility		City Assessor's Office
20	ASSESSMENT CLERK III	304	SG 9	209,676.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		City Assessor's Office
21	ADMINISTRATIVE AIDE II (Messenger)	292	SG 2	134,400.00	Elementary School Graduate	None required	None required	None required (MC 11,s.96-Cat. III)		City Assessor's Office
22	ADMINISTRATIVE AIDE II (Bookbinder I)	298	SG 2	134,400.00	Elementary School Graduate	None required	None required	None required (MC 11,s.96-Cat. III)		City Assessor's Office
23	CITY GOV'T. DEPT. HEAD I (City Health Officer II)	662	SG 25	989,268.00	Doctor of Medicine	None	5 years experience as medical practitioner	RA 1080		City Health Office
24	SANITATION INSPECTOR II	120	SG 8	195,384.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		City Health Office
25	NURSE II	47-2	SG 15	348,120.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		City Health Office

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
26	SENIOR AGRICULTURIST	456	SG 18	457,020.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		City Agriculture's Office
27	VETERINARIAN III	691	SG 19	505,188.00	Doctor of Veterinary Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080		City Veterinary Office
28	VETERINARIAN II	539	SG 16	381,180.00	Doctor of Veterinary Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080		City Veterinary Office
29	ELECTRICAL INSPECTOR II	377	SG 8	195,384.00	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Electrician (Building Wiring) (-250 volts) (MC 11,s.96-Cat. 1)		City Engineer's Office
30	LABORATORY TECHNICIAN I	54	SG 6	172,080.00	Completion of two years studies in college	None required	None required	None required (MC 11,s.96-Cat. III)		Economic Enterprise Mngt. Office
31	MARKET SUPERVISOR II	15	SG 14	317,928.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Economic Enterprise Mngt. Office
32	ADMINISTRATIVE ASSISTANT II (Administrative Assistant)	658	SG 8	195,384.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Economic Enterprise Mngt. 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 February 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:

CARMEN L.C ARI
City Mayor
City of Baybay, Leyte
R. Magsaysay St., Cor. D. Veloso St., Baybay City
bhmpeso@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

PWD's are encouraged

Republic of the Philippines
LGU-SAN ISIDRO, 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- San Isidro, Leyte in the CSC website:

HON. ISIDRO C. BALMORIA

Acting Municipal Mayor

Date: 02/13/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Admin. Aide IV (Driver II)	102	4	109,392.00	Elementary School Graduate	None Required	None Required	Driver's License (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MO
2	Admin. Aide V (Carpenter II)	103	5	116,772.00	Elementary School Graduate	None Required	None Required	Carpenter (MC 11, s. 96- Cat. II)	N/A	LGU- San Isidro, Leyte - MO
3	Admin. Aide III (Utility Worker II)	104	3	102,480.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MO
4	Admin. Aide III (Utility Worker II)	105	3	102,480.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MO
5	Admin. Aide III (Utility Worker II)	106	3	102,480.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MO
6	Security Guard II	107	5	116,772.00	High School Graduate	None Required	None Required	Security Guard License (MC 11, s. 96- Cat. II)	N/A	LGU- San Isidro, Leyte - MO
7	Municipal Asst. Treasurer	91	22	475,044.00	Bachelor's Degree	16 Hours of relevant Training	3 Years of Relevant Experience	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MTO
8	Local Revenue Collection Officer II	110	15	248,088.00	Bachelor's Degree	4 Hours of relevant Training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MTO
9	Cashier II	109	14	227,616.00	Bachelor's Degree	4 Hours of relevant Training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MTO
10	Revenue Collection Clerk I	16	5	116,772.00	Completion of two years studies in college	None Required	None Required	Career Service Sub Professional / First Level Eligibility	N/A	LGU- San Isidro, Leyte - MACCO
11	Admin. Aide III (Utility Worker II)	111	3	102,480.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MACCO
12	Admin. Aide III (Utility Worker II)	112	3	102,480.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MACCO
13	MGDH I (Municipal Budget Officer)	37	24	579,744.00	in Accounting, Economics, Public Admini	None Required	3 Years in Government budgeting or in any related field	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MBO
14	MGDH I (Municipal Civil Registrar)	38	24	579,744.00	Bachelor's Degree	None Required	3 Years in civil registry work	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MCR
15	Disaster Risk Reduction & Mgmt. O	94	15	248,088.00	Bachelor's Degree	4 hours of relevant training on DRRM	1 Year of relevant experience on DRRM	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MDRRMO

16	Admin. Aide III (Driver I)	51	3	102,480.00	Elementary School Graduate	None Required	None Required	Driver's License (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MEO
17	MGDH I (Municipal Assessor)	20	24	579,744.00	Bachelor's Degree preferably in Civil or Mechanical Engineering, Commerce or	None Required	3 years' experience in real property assessment	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MASSO
18	Local Assessment Operations Officer	97	15	248,088.00	Bachelor's Degree	4 hours of relevant training	1 Year of relevant experience	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MASSO
19	Assessment Clerk III	100,101	9	152,880.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Sub Professional / First Level Eligibility	N/A	LGU- San Isidro, Leyte - MASSO
20	Agriculturist II	63	15	248,088.00	Bachelor's Degree preferably in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	4 hours of relevant training	1 Year of relevant experience	Career Service Professional / Second Level Eligibility	RA 1080	LGU- San Isidro, Leyte - OMA
21	Social Welfare Aide	108	4	109,392.00	High School Graduate	None Required	None Required	None Required (MC 11, s. 96-Cat. II)	N/A	LGU- San Isidro, Leyte - MSWO
22	MGDH I (Municipal General Services Officer)	90	24	579,744.00	Holder of College Degree on Public Administration, business Administration and Management from a recognized College or University.	None Required	He must have acquired experience in general services including management of supply property, solid waste disposal and general sanitation for 3 years.	Career Service Professional / Second Level Eligibility	N/A	LGU- San Isidro, Leyte - MGSO
23	Medical Technologist	57	11	235,440.00	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None Required	None Required	RA 1080	N/A	LGU- San Isidro, Leyte - MHO
23	Medical Technologist	57	11	235,440.00	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None Required	None Required	RA 1080	N/A	LGU- San Isidro, Leyte - MHO

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 19, 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:

HON. ISIDRO C. BALMORIA

Acting-Municipal Mayor

Bawod, San Isidro, Leyte cor. Peñaranda St. P. Zamora St., Brgy. Bawod, San Isidro, Leyte

anisidroleyte@gmail.com and hilcin1982@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.