

Republic of the Philippines
CGO BAYBAY, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CGO BAYBAY, LEYTE in the CSC website:

MARIANTOE GORGONIO

HRMO

Date: April 17, 2024

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	ADMINISTRATIVE AIDE I (Utility Worker I)	724	1	13000	Must be able to read and write	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	City Social Welfare & Dev't. Office	
2	AGRICULTURAL TECHNOLOGIST	5593-150	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office	
3	AGRICULTURAL TECHNOLOGIST	5594-167	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office	
4	AGRICULTURAL TECHNOLOGIST	5594-182	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office	
5	AGRICULTURAL TECHNOLOGIST	5594-198	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office	
6	AGRICULTURAL TECHNOLOGIST	5594-213	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office	

7	AGRICULTURAL TECHNOLOGIST	5594-300	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office
8	AGRICULTURAL TECHNOLOGIST	5594-288	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office
9	AGRICULTURAL TECHNOLOGIST	850	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office
10	AGRICULTURAL TECHNOLOGIST	851	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office
11	AGRICULTURAL TECHNOLOGIST	852	10	23176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	City Agriculture's Office
12	AGRICULTURIST II	853	15	36619	Bachelor's degree 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	Relevant RA 1081	N/A	City Agriculture's Office
13	ADMINISTRATIVE AIDE I (Laborer I)	462	1	13000	Must be able to read and write	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	City Agriculture's Office
14	VETERINARIAN II	539	16	39672	Doctor of Veterinary Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	City Veterinary Office
15	VETERINARIAN III	691	19	51357	Doctor of Veterinary Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	N/A	City Veterinary Office

16	CITY GOV'T. DEPT. HEAD I (City Veterinarian I)	538	25	102690	Doctor of Veterinary Medicine	None	3 year of experience in the practice of veterinary medicine	RA 1080	N/A	City Veterinary Office
17	ADMINISTRATIVE ASSISTANT I (Computer Operator I)	1009	7	18620	Completion of two years studies in college or High School Graduate with relevant vocational/ trade course	None required	None required	CS (Subprofessional) Data Encoder (MC 11 s. 96 - Cat. I) First Level Eligibility	N/A	City Engineer's Office
18	LABORATORY TECHNICIAN I	54	6	17553	Completion of two years studies in college	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Economic Enterprise Mgmt. Office
19	NURSE II	702	16	39672	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Economic Enterprise Mgmt. Office
20	ADMINISTRATIVE ASST. II (Administrative Assistant)	658	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Economic Enterprise Mgmt. Office
21	ADMINISTRATIVE ASSISTANT III (Computer Operator II)	1099	9	21211	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	CS (Subprofessional) Data Encoder (MC 11 s. 96 - Cat. I) First Level Eligibility	N/A	City Information Office
22	ADMINISTRATIVE AIDE I	980	1	13000	Must be able to read and write	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Immaculate Conception Hospital
23	ADMINISTRATIVE AIDE I	981	1	13000	Must be able to read and write	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Immaculate Conception Hospital
24	ADMINISTRATIVE AIDE I	780	1	13000	Must be able to read and write	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Immaculate Conception Hospital
25	LABORATORY TECHNICIAN II	976	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) Laboratory Technician (MC 11, s. 96 - Cat. II) First Level Eligibility	N/A	Immaculate Conception Hospital

26	SECURITY GUARD I	982	3	14678	High School Graduate	None required	None required	Security Guard License (MC 11, s. - Cat. II)	N/A	Immaculate Conception Hospital
27	SECURITY GUARD I	770	3	14678	High School Graduate	None required	None required	Security Guard License (MC 11, s. - Cat. II)	N/A	Immaculate Conception Hospital
28	ADMINISTRATIVE AIDE III	773	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Immaculate Conception Hospital
29	ADMINISTRATIVE AIDE III	778	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Immaculate Conception Hospital
30	ADMINISTRATIVE AIDE VI	984	6	17553	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Immaculate Conception Hospital
31	RADIOLOGIC TECHNOLOGIST II	1086	15	36619	Bachelor's degree in Radiologic Technology	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Immaculate Conception Hospital
32	RADIOLOGIC TECHNOLOGIST II	1087	15	36619	Bachelor's degree in Radiologic Technology	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Immaculate Conception Hospital
33	RADIOLOGIC TECHNOLOGIST II	1088	15	36619	Bachelor's degree in Radiologic Technology	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Immaculate Conception Hospital
34	NURSE II	793	16	39672	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Immaculate Conception Hospital
35	NURSE III	824	17	43030	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Immaculate Conception Hospital

36	NURSING ATTENDANT I	813	4	15586	Elementary School Graduate	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Immaculate Conception Hospital
37	NURSING ATTENDANT I	818	4	15586	Elementary School Graduate	None required	None required	None Required (MC 11, s.96 - Cat. III)	N/A	Immaculate Conception Hospital

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than May 2, 2024.

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.
5. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

JOSE CARLOS L. CARI

City Mayor

Diversion Road Brgy. Gaas, Baybay City, Leyte

bhromoposo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.