

Republic of the Philippines
PROVINCE OF LEYTE
CITY OF BAYBAY
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 Local Government Unit of Baybay in the CSC website:

MARIANITO E. GORGONIO
HRMO
Date: April 8, 2021

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	NURSING ATTENDANT II	704, 705	SG 6	16,200.00	Elementary School Graduate	None required	None required	None required (MC 11,s. 96 - Cat. III)		Economic Enterprise Management Office
2	ADMINISTRATIVE AIDE III (Utility Worker II)	687	SG 3	13,572.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		Economic Enterprise Management 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 April 28, 2021.

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:

JOSE CARLOS L. CARI

City Mayor

City of Baybay, Leyte

R. Magsaysay St., Cor. D. Veloso Ave., Baybay City

bhrmopeso@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

PWD's are encouraged to apply

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1	ADMINISTRATIVE AIDE I (Utility Worker I)	615	SG 1	12,034.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		City General Services Office
2	ADMINISTRATIVE AIDE I (Laborer I)	612	SG 1	12,034.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		City General Services Office
3	ADMINISTRATIVE AIDE I	550	SG 1	12,034.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		City Veterinary Office

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1	SANITATION INSPECTOR II	120	SG 8	18,251.00	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
2	ADMINISTRATIVE AIDE I (Laborer I)	603	SG 1	12,034.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		City General Services Office
3	NURSE I	679	SG 11	23,877.00	Bachelor of Science in Nursing	None required	None required	RA 1080		Economic Enterprise Management Office
4	ADMINISTRATIVE AIDE III (Utility Worker II)	706	SG 3	13,572.00	Must be able to read and write	None required	None required	None required (MC 11,s. 96 - Cat. III)		Economic Enterprise Management Office

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