

Republic of the Philippines
CGO BORONGAN, EASTERN SAMAR
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 BORONGAN, EASTERN SAMAR in the CSC website:

LORNA B. CABALLA
(MMA)
HRMO
Date: _____
05/17/2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	City Government Assistant Department Head I (Assistant City Health Officer)	4411-29	23	80,003.00	Doctor of Medicine	None required	Three (3) years of relevant experience	RA 1080 (Physician)	n/a	City Health Office
2	Nutrition Officer I	7611-12	10	23,176.00	Bachelor's degree relevant to job	None required	None required	Career Service (Professional) Second Level Eligibility	n/a	City Social Welfare & Development Office
3	Radiologic Technologist II	4411-77	15	36,619.00	Bachelor of Science in Radiologic Technology	Four (4) hours training in Radiologic Technology	One (1) year of experience as a Radiologic Technologist	RA 1080 (Radiologic Technologist)	n/a	City Health Office
4	Administrative Officer II (Budget Officer I)	1071-2	11	27,000.00	Bachelor's degree relevant to job	None required	None required	Career Service (Professional) Second Level Eligibility	n/a	City Budget office
5	Revenue Collection Clerk II	1091-4	7	18,620.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	n/a	City Treasurer's 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 **June 2, 2023**.

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 last rating period (if applicable);

3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Authenticated copy of Certificate of Training attended
6. Service Record/ Certificate of Employment (if applicable)
7. Clearances (NBI, Police, Barangay, Court Clearances, Mayor's Clearance)
8. Medical Certificate (attached laboratory tests)
9. Clearance from money, property and work-related accountabilities (if applicable)
10. Authenticated Certificate of Live Birth
11. Authenticated Marriage Certificate (if applicable)
12. We encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation, and sexual/gender orientation.

HON. JOSE IVAN DAYAN C. AGDA

City Mayor

E. Cardona st., Brgy. E, Borongan City, E. Samar

mayorsofficedada@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.