

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CALBAYOG
Request for Publication of Vacant Positions

OIC- CHRM Officer
FLORANTE N. AQUINO

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU Calbayog in the CSC Website.

Florante N. Aquino
FLORANTE N. AQUINO
OIC- CHRM Officer
January 15, 2021

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		
1	ANIMAL KEEPER II	986	6	15,524.00	Must be able to read and write	None required	None required	None required	City Veterinary Office
2	ADMINISTRATIVE ASSISTANT V (Data Entry Machine Operator III)	597	11	22,316.00	Completion of 2 years studies in college or High School Graduate with relevant vocational/trade course	8 hours relevant training	2 years relevant experience	CS SubProf./ Data Encoder First Level	City Accounting Office

encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation and sexual/gender orientation. Interesse and qualified applicants should signify their interest in writing. Attach following to the application letter and send to the address below not later than January 31, 2021

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form 121, Revised 2017) which can be downloaded at www.csc.gov.ph
2. Performance rating in the last 2 rating period (if applicable).
3. Photocopy of certificate of eligibility/ rating/ license.

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

SERVICE COMMISSION
RONALDO P. AQUINO, CPA
City Mayor

Thru:
OIC- CHRM Officer
FLORANTE N. AQUINO

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