


Republic of the Philippines
LOCAL GOVERNMENT UNIT OF CALBAYOG
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 LGU Calbayog in the CSC Website.


FLORANTE N. AQUINO
OIC- CHRM Officer
February 1, 2020


February 1, 2020

No.	Position Title	Plantilla Item No.	Salary Job/ Pay Grade	Monthly Salary	Qualification Standards					Competency (if applicable)	Place of Assignment
	Parenthetical Title, if applicable				Education	Training	Experience	Eligibility			
1	ADMINISTRATIVE AIDE VI (Clerk III)	544	6	15,524.00	Completion of two years studies in college	None required	None required	CS SubProf./ First Level		City Solid Waste & Management Office	
2	ADMINISTRATIVE AIDE III (Utility Worker II)	609	3	13,019.00	Must be able to read and write	None required	None required	None required		City Accounting Office	
3	ADMINISTRATIVE AIDE III (Utility Worker II)	124	3	13,019.00	Must be able to read and write	None required	None required	None required		City Budget Office	
4	ADMINISTRATIVE AIDE I (Utility Worker I)	566	1	11,551.00	Must be able to read and write	None required	None required	None required		City Solid Waste & Management Office	
5	ADMINISTRATIVE AIDE III (Utility Worker II)	489	3	13,019.00	Must be able to read and write	None required	None required	None required		City General Services Office	
6	INFORMATION SYSTEM ANALYST	594	12	24,495.00	Bachelors Degree relevant to the job	None required	None required	CS Prof./ SecondLevel		City Accounting Office	
7	ADMINISTRATIVE AIDE I (Utility Worker I)	166	1	11,551.00	Must be able to read and write	None required	None required	None required		City Mayor's Office	
8	REVENUE COLLECTION CLERK II	64	7	16,458.00	Completion of two years studies in college	None required	None required	CS SubProf./ First Level		City Treasurer's Office	
9	SALES PROMOTION SUPERVISOR I	957	10	20,219.00	Bachelors Degree	None required	None required	CS Prof./ SecondLevel		City Agriculture Office	
10	ENGINEER I	1055	12	24,495.00	Bachelors Degree in Engineering relevant to the job	None required	None required	R A 1080 - Civil Engineer		City Engineering Office	
11	ENGINEER I	1048	12	24,495.00	Bachelors Degree in Engineering relevant to the job	None required	None required	R A 1080 - Civil Engineer		City Engineering Office	
12	PUBLIC SERVICES OFFICER III	442	18	42,159.00	Bachelors Degree	2 years of relevant experience	8 hours of relevant training	CS Prof./ SecondLevel		City General Services Office	

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13	ADMINISTRATIVE AIDE I (Utility Worker I)	188	1	11,551.00	Must be able to read and write	None required	None required	None required		City Mayor's Office
14	LOCAL TREASURY OPERATION OFFICER II	629	15	32,053.00	Bachelors Degree	1 year or relevant experience	4 hours of relevant training	CS Prof./ SecondLevel		City Treasurer's Office
15	ADMINISTRATIVE AIDE I (Utility Worker I)	968	1	11,551.00	Must be able to read and write	None required	None required	None required		City Agriculture Office
16	REVENUE COLLECTION CLERK I	84	5	14,641.00	Completion of two years studies in college	None required	None required	CS SubProf./ First Level		City Treasurer's Office
17	ADMINISTRATIVE OFFICER I (RECORDS OFFICER I)	1061	10	20,219.00	Bachelors Degree	None required	None required	CS Prof./ SecondLevel		City Engineering Office
18	POPULATION PROGRAM WORKER II	1100	7	16,458.00	Completion of two years studies in college	None required	None required	CS SubProf./ First Level		City Health Office
19	NURSE II	763	17	38,464.00	Bachelor of Science in Nursing	1 year or relevant experience	4 hours of relevant training	R A 1080		City Health Office
20	NURSE II	764	17	38,464.00	Bachelor of Science in Nursing	1 year or relevant experience	4 hours of relevant training	R A 1080		City Health Office
21	ADMINISTRATIVE AIDE IV (REPRODUCTION MACHINE OPERATOR II)	989	4	13,807.00	Elementary School Graduate	None required	None required	None required		City Veterinary Office
22	PROJECT DEVELOPMENT OFFICER I	398	11	22,316.00	Bachelors Degree relevant to the job	None required	None required	CS Prof./ SecondLevel		City Planning Development Office
23	MIDWIFE I	812	9	18,763.00	Completion of the Midwifery Course	None required	None required	R A 1080 - Midwife		City Health Office
24	SOCIAL WELFARE OFFICER III	862	18	42,159.00	Bachelors Degree relevant to the job	2 years or relevant experience	8 hours of relevant training	R A 1080 - Social Worker		City Social Welfare Development Office

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25	ADMINISTRATIVE OFFICER V (ADMIN OFFICER III)	854	18	42,159.00	Bachelors Degree	2 years of relevant experience	8 hours of relevant training	CS Prof./ SecondLevel		City Social Welfare Development Office
26	SOCIAL WELFARE ASSISTANT	880	8	17,505.00	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	CS SubProf./ First Level		City Social Welfare Development Office
27	DAY CARE WORKER I	892	6	15,524.00	High School Graduate	None required	None required	None required		City Social Welfare Development Office

We encourage diverse applicants regardless of age, religion, disability, ethnicity, political affiliation and sexual/gender orientation. Interest and qualified applicants should signify their interest in writing. Attach the following to the application letter and send to the address below not later than February 16, 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:

RONALDO P. AQUINO, CPA
City Mayor

Thru:

FLORANTE N. AQUINO
OIC- CHRM Officer