


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  
October 6, 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	POPULATION PROGRAM WORKER II	922	7	P 16,458.00	Completion of 2 years studies in college	None required	None required	CS SubProf./ First Level		City Population Office
2	SANITATION INSPECTOR III	789	11	22,316.00	Completion of 2 years studies in college	8 hours of relevant training	2 years of relevant experience	CS SubProf./ First Level		City Health Office
3	ADMINISTRATIVE AIDE I (Utility Worker I)	11-E	1	11,551.00	Must be able to read and write	None required	None required	None required		Economic Enterprise Devt. & Mgt. Office
4	ENGINEERING ASSISTANT	664	8	17,505.00	Completion of 2 years studies in college	4 hours of relevant training	2 years of relevant experience	CS SubProf./ First Level		City Housng Devt. Office
5	ADMINISTRATIVE AIDE III (Utility Worker II)	1011	3	13,019.00	Must be able to read and write	None required	None required	None required		City Environment & Nat'l. Resources Office
6	ADMINISTRATIVE AIDE IV (Reproduction Machine Operator II)	86	4	13,807.00	Elementary School Graduate	None required	None required	None required		City Mayor's Office
7	ADMINISTRATIVE AIDE III (Utility Worker II)	675	3	13,019.00	Must be able to read and write	None required	None required	None required		City Assessor's Office
8	ADMINISTRATIVE OFFICER V (Administrative Officer III)	659	18	42,159.00	Bachelor's Degree	8 hours relevant training	2 years relevant experience	CS Prof./ Second Level		City Assessor's 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 October 21, 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](http://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:

**DIEGO P. RIVERA**  
City Mayor

Thru:

**FLORANTE N. AQUINO**  
OIC- CHRM Officer  
Email Add: [calbayog\\_chrm@yahoo.com](mailto:calbayog_chrm@yahoo.com)