

Republic of the Philippines
CGO ORMOC
Request for Publication of Vacant Positions

Electronic copy to be submitted to the
CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CGO ORMOC in the CSC website:

FARICA ZGAMBO-CUTAS

OIC-HRMO

Date:

May 9, 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	Registrar III	784	18	46,725	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional	N/A	City College of Ormoc
2	Accountant III	785	19	51,357	Bachelor's Degree in Commerce or Business Administration Major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080 - Accountant	N/A	City College of Ormoc
3	Administrative Officer V	786	18	46,725	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional	N/A	City College of Ormoc
4	College Librarian III	787	18	46,725	Bachelor's degree in Library Science or Information Science or Bachelor of Science / Arts major in Library Science	8 hours of relevant training	2 years of relevant experience	RA 1080 - Librarian	N/A	City College of Ormoc
5	Nurse III	788	17	43,030	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 - Nurse	N/A	City College of Ormoc
6	Guidance Counselor III	805	13	31,320	Master's degree in Guidance and Counseling	None Required	None Required	RA 1080 - Guidance Counselor	N/A	City College of Ormoc
7	Instructor III	801	14	33,843	Master's Degree in the area of specialization	4 hours of relevant training	1 year of relevant experience	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc

8	Instructor III	802	14	33,843	Master's Degree in the area of specialization	4 hours of relevant training	1 year of relevant experience	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
9	Instructor III	803	14	33,843	Master's Degree in the area of specialization	4 hours of relevant training	1 year of relevant experience	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
10	Instructor III	804	14	33,843	Master's Degree in the area of specialization	4 hours of relevant training	1 year of relevant experience	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
11	Instructor II	789	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
12	Instructor II	790	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
13	Instructor II	791	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
14	Instructor II	792	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
15	Instructor II	793	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
16	Instructor II	794	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
17	Instructor II	795	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
18	Instructor II	796	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
19	Instructor II	797	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
20	Instructor II	798	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
21	Instructor II	799	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc

22	Instructor II	800	13	31,320	Master's Degree in the area of specialization	None Required	None Required	RA 1080 (for courses requiring BAR or BOARD eligibility)	N/A	City College of Ormoc
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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 30, 2022.

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. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

FARICA ZGAMBO-CUTAS

OIC-HRMO

2nd Flr., New Ormoc City Hall Building, Ormoc City

lguormocapplications@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.