

Republic of the Philippines
CITY OF MAASIN
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions in the Local Government Unit of Maasin City in the CSC website:



NACIONAL V. MERCADO

City Mayor

Date: July 13, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	1 Dentist II	2018-P-288	SG16	P31,765.00	Doctor of Dental Medicine or Dental Surgery	Four hours relevant training	One year relevant experience	Appropriate R.A. 1080		City Health Services Office
2	1 Veterinarian I	2018-P-382	SG13	P20,590.00	Doctor of Veterinary Medicine	None required	None required	Appropriate R.A. 1080		City Veterinary Services Office
3	1 Project Development Officer I	2018-P-232	SG11	P16,677.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional, Second Level Eligibility		City Engineering Services Office
4	1 Agricultural Technologist	2018-P-360	SG10	P15,484.00	Bachelor's Degree	None required	None required	Appropriate R.A. 1080		City Agricultural Services Office
5	1 Administrative Assistant II - (Budgeting Assistant)	2018-P-101	SG8	P13,840.00	Completion of two year college studies	Four hours relevant training	One year relevant experience	Career Service Subprofessional, First Level Eligibility		City Budget Services Office
6	2 Engineering Assistant	2018-P-236 2018-P-237	SG8	P13,840.00	Completion of two year college studies	Four hours relevant training	One year relevant experience	Career Service Subprofessional, First Level Eligibility		City Engineering Services Office
7	1 Revenue Collection Clerk II	2018-P-177	SG7	P12,966.00	Completion of two year college studies	None required	None required	Career Service Subprofessional, First Level Eligibility		City Treasury Services Office
8	1 Local Legislative Staff Assistant I	2018-P-060	SG6	P12,189.00	Completion of two year college studies	None required	None required	Career Service Subprofessional, First Level Eligibility		Sangguniang Panlungsod - Secretariat
9	1 Heavy Equipment Operator II	2018-P-250	SG6	P12,189.00	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Heavy Equipment Operator (MC 10, s. 2013 - CAT. II)		City Engineering Services Office

10	1 Administrative Aide III - (Clerk I)	2018-P-255	SG3	P10,127.00	Completion of two year college studies	None required	None required	Career Service Subprofessional, First Level Eligibility		City Engineering Services Office
11	2 Administrative Aide III - (Carpenter I)	2018-P-258 2018-P-259	SG3	P10,127.00	Elementary School Graduate	None required	None required	Carpenter I (MC 10, s. 2013 - CAT. II)		City Engineering Services Office
12	2 Administrative Aide III - (Driver I)	2018-P-268 2018-P-269	SG3	P10,127.00	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - CAT. IV)		City Engineering Services Office
13	1 Administrative Aide III - (Driver I)	2018-P-333	SG3	P11,914.00	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - CAT. IV)		City Health Services Office
14	1 Administrative Aide II - (Messenger)	2018-P-107	SG2	P9,520.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 - CAT. III)		City Budget Services Office
15	1 Administrative Aide I - (Utility Worker I)	2018-P-377	SG1	P8,934.00	Must be able to read and write	None required	None required	None required (MC 10, s. 2013 - CAT. III)		City Agricultural Services 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 **August 1, 2018**.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

NACIONAL V. MERCADO

City Mayor

Local Government Unit - Maasin City

E. Rafols St., Tunga-Tunga, Maasin City, Southern Leyte

lgumaasincity@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.