

Republic of the Philippines  
City Government of Tacloban  
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)

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

  
HGRIPINO F. PATALINGHUG  
HRMO

Date: October 25, 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	Community Affairs Officer I	1	11	20,179.00	Bachelor's degree	None required	None required	Career Service Professional		City Local Gov't Operations Office (DILG)	
2	Meat Inspector I	13	6	14,340.00	Completion of two years studies in college	None required	None required	Career Service Sub-Professional		City Veterinary Office	
3	Supervising Administrative Officer (HRMO IV)	3	22	58,717.00	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service Professional		Human Resource Mgt and Dev't Office	
4	Veterinarian I	4	13	24,224.00	Doctor in Veterinary Medicine	None required	None required	RA 1080		City Veterinary Office	

The City Government of Tacloban encourages all interested applicants, including Persons With Disability (PWD), and member of the indigenous communities, irrespective of sexual orientation and gender to apply and should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **October 20, 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](http://www.csc.gov.ph);
2. Performance rating in the present position for last two rating
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to send their application to:

**HGRIPINO F. PATALINGHUG**

HRMO

Human Resource Mgt. and Dev't. Office

2nd floor, City Hall Main Bldg., Kanhuraw Hill, Tacloban City

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**