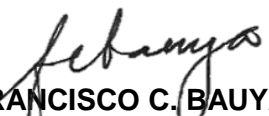


Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Abuyog in the CSC website:


FRANCISCO C. BAUYA
HRMO 1V

Date: July 3, 2020

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	Mun. Gov't. Dept. Head 1 (Municipal Engineer)	1	24	76,567.00	Bachelor's degree in Civil Engineering	none	3yrs. Experience in the practice of engineering	RA. 1080		Office of the Municipal Engineer
2	Registrar II	4	15	28,848.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Abuyog Community College
3	Local Assessment Operations Officer 1	2	11	20,084.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		Municipal Assessor's Office
4	Admin. Officer 1 (Records Officer 1)	12	10	18,197.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		Abuyog Community College
5	Midwife 11	19	11	22,316.00	Completion of Midwifery Course	4 hrs. of relevant experience	1 yr. of relevant experience	RA. 1080		Office of the Municipal Health
6	Admin. Aide V1 (Data Controller 1)	5	6	13,972.00	Completion of 2 years studies in college	None required	None required	Career Service (Sub-Professional) Data Encoder (MC.6, S. 2010) First Level Eligibility		Office of the Municipal Civil Registrar

7	Admin. Aide V1 (Data Controller 1)	5	6	13,972.00	Completion of 2 years studies in college	None required	None required	Career Service (Sub-Professional) Data Encoder (MC.6, S. 2010) First Level Eligibility		Office of the Municipal Accountant
8	Revenue Collection Clerk 1	18	5	13,177.00	Completion of 2 years studies in college	None required	None required	Career Service (Sub-Professional) First Level Eligibility		Office of the Municipal Treasurer
9	Admin. Aide II (Messenger)	11	2	11,048.00	Elementary School Graduate	None required	None required	None required (MC II. s. 96-Cat. III)		Office of the Mun. Agriculture

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 July 22, 2020.

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.

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

FRANCISCO C. BAUYA

 HRMO 1V

 LGU-Abuyog

abuyog_mayorsoffice@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

