

Republic of the Philippines
PROVINCE OF LEYTE
CITY OF BAYBAY
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
Local Government Unit of Baybay in the CSC website:

MARIANITO E. GORGONIO
Supervising Administrative Officer (HRMO IV)
Date: October 14, 2020

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	CHIEF OF HOSPITAL II	828	SG 25	96,985.00	Doctor of Medicine	None required	3 years of supervisory experience	Career Service Executive Eligibility (CSEE) / Career Executive Service (CES)		IMMACULATE CONCEPTION HOSPITAL
2	NURSE I	829, 830, 831, 832	SG 11	22,316.00	Bachelor of Science in Nursing	None required	None required	RA 1080		IMMACULATE CONCEPTION HOSPITAL
3	NURSING ATTENDANT I	833, 834	SG 4	13,807.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		IMMACULATE CONCEPTION HOSPITAL
4	MEDICAL SPECIALIST II	835,836	SG 23	75,359.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080		IMMACULATE CONCEPTION HOSPITAL
5	SUPERVISING ADMINISTRATIVE OFFICER (Licensing Officer IV)	837	SG 22	66,867.00	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		BUSINESS PERMIT and LICENSING OFFICE

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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 Novemembr 3, 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 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:

JOSE CARLOS L. CARI

City Mayor

City of Baybay, Leyte

R. Magsaysay St., Cor. D. Veloso St., Baybay City

bhrmopeso@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

PWD's are encouraged to apply