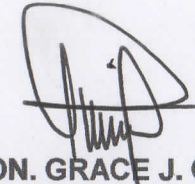


Republic of the Philippines
LOCAL GOVERNMENT UNIT - BILIRAN, BILIRAN
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

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



HON. GRACE J. CASIL

(Head of Agency)

Date: 07/2/2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Other Qualifications	
1	Municipal Treasurer	MTO-MT-001	24	P615,708.00	Bachelor's degree preferably in Commerce, Public Administration or Law from a recognized college or university	One Hundred Twenty (120) hours of relevant training for last five years including in Management and Supervision	Three (3) years acquired experience in treasury or accounting service	First Grade Civil Service Eligible or its equivalent/ Local Treasurer Eligibility	1.) A citizen of the Philippines, 2.) A resident of the LGU concerned, and 3.) Of Good Moral Character 4.) BC-LTE	Municipal Treasurer's Office
2	Administrative Aide-IV (Clerk-II)	MTO-ADA4 (CL2)-010	04	P106,464.00	Completion of two years studies in college	None required	None Required	Career Service (Subprof.) First Level Elig.		Municipal Treasurer's Office
NOTHING FOLLOWS										

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 30, 2019.

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:

HON. GRACE J. CASIL

Municipal Mayor

LGU-Biliran, Biliran

municipalityofbiliran@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
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This is to request the publication of the following vacant positions of LGU-BILIRAN, BILIRAN in the CSC website:



HON. GRACE J. CASIL

(Head of Agency)

Date: 07.12.2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Other Qualifications	
3	Municipal Assessor	MASSO-MASS-001	24	P615,708.00	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce, or any other related course from a recognized college or university	One Hundred Twenty (120) hours of relevant training for last five years including in Management and Supervision	Three (3) years acquired experience in real property assessment work or in any related field	R.A. 1080 or First Grade Civil Service Eligible or its equivalent	1) A citizen of the Philippines, 2) A resident of the LGU concerned, and 3) Of Good Moral Character	Municipal Assessor's Office
4	Administrative Officer - IV (HRMO-II)	MO-ADOF4 (HRMO2)-038	15	P243,684.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Human Resource Management Office
NOTHING FOLLOWS										

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HON. GRACE J. CASIL

(Head of Agency)

Date: 07.12.2019

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					Education	Training	Experience	Eligibility	Other Qualifications	
5	Municipal Health Officer	MHO-MHOFF-001	24	P879,588.00	Doctor of Medicine	One Hundred Twenty (120) hours of relevant training for last five years including in Management and Supervision	Three (3) years acquired experience as Medical Practitioner	R.A. 1080 (Licensed Medical Practitioner)	1.) A citizen of the Philippines, 2.) A resident of the LGU concerned, and 3.) Of Good Moral Character	Municipal Health Office
6	Administrative Officer-I (Supply Officer-I)	MO-ADOF1 (SO1)-027	10	P157,236.00	Bachelor's Degree	None required	None Required	Career Service (Professional) Second Level Eligibility		Municipal Mayor's Office
NOTHING FOLLOWS										

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					Education	Training	Experience	Eligibility	Other Qualifications	
7	Social Welfare Assistant	MSWDO-SOCWA-004	08	P136,764.00	Completion of two years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility		MSWD Office
8	Meat/Livestock Inspector	MACRO-MITLIV1-006	06	P120,456.00	Completion of two years studies in college	None required	None Required	Career Service (Subprofessional) First Level Eligibility		Municipal Agricultural Services Office
NOTHING FOLLOWS										

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