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. CASI
(Head of Agency)

Date: 07./2.2019

No.	Position Title	Plantilla	Salaryi			Qualification Standards				
		Item No.	Job/ Pay Grade	Annual Salary	Education	Training	Experience	Eligibility	Other Qualifications	Place of Assignment
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 Eliq.		Municipal Treasurer's 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 <u>July 30</u>, 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
mui	nicipalityofbiliran@gmail.com

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			Job/ Pay Grade		Education	Training	Experience	Eligibility	Other Qualifications	Place of Assignment
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	A citizen of the Philippines,     A resident of the LGU concerned, and     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

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	Position Title	Plantilla	Salary/				Qualification Stand	lards		Place of
No.		Item No.	Job/ Pay Grade	Annual Salary	Education	Training	Experience	Eligibility	Other Qualifications	Assignment
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)	A citizen of the Philippines,     A resident of the LGU concerned, and     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	N. V.	Municipal Mayor's Office
	NOTHING FOLLOWS							Annual part of the second of t		

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	No.	Job/ Pay Grade	Annual Salary	Education	Training	Experience	Eligibility	Other Qualifications	Place of Assignment									
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									
Meat/Livestock Inspector	MACRO- MITLIVI1-006	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									
	Social Welfare Assistant  Meat/Livestock	Social Welfare Assistant MSWDO-SOCWA-004  Meat/Livestock MACRO-MITLIVIA 006	Position Title Plantilla Item No. Job/ Pay Grade  Social Welfare Assistant MSWDO-SOCWA-004  Meat/Livestock MACRO-MITHWIA 006	Position Title  No.  Social Welfare Assistant  MSWDO-SOCWA-004  Meat/Livestock  MACRO-MITIN/(1.006)  Plantilla item No.  Job/ Pay Grade  Annual Salary  08  P136,764.00  P120,456.00	Position Title  No.  Job/ Pay Grade  Social Welfare Assistant  MSWDO-SOCWA-004  Meat/Livestock Inspector  MACRO-MITLIVI1-006  Plantilla item No.  Job/ Pay Grade  Annual Salary  Education  Completion of two years studies in college  P120,456.00  Completion of two years studies in	Position Title  No.  Social Welfare Assistant  MSWDO-SOCWA-004  MACRO-METINIST OF MACRO-MITINIST OF MA	Position Title  Plantilla Item No.  Job/ Pay Grade  Social Welfare Assistant  MSWDO-SOCWA-004  Meat/Livestock Inspector  Plantilla Item No.  Job/ Pay Grade  Job/ Pay Grade  Annual Salary  Education  Training  Experience  Completion of two years studies in college  relevant training  Meat/Livestock Inspector  MACRO-MITLIVI1-006  MSWDO-SOCWA-004  P136,764.00  Completion of two years studies in required  None Required  None Required	Position Title  Plantilla Item No.  Job/ Pay Grade  Social Welfare Assistant  Social Welfare Assistant  MSWDO-SOCWA-004  Meat/Livestock Inspector  Plantilla Item No.  Job/ Pay Grade  Annual Salary  Education  Four (4) years studies in college years studies in relevant training  MACRO-MITLIVI1-006  P120,456.00  Completion of two years studies in required	Position Title  Plantilla Item No.  Social Welfare Assistant  Social Welfare Assistant  MSWDO-SOCWA-004  Meat/Livestock Inspector  Plantilla Item No.  Job/ Pay Grade  Annual Salary  Education  Four (4) hours of relevant training  Completion of two years studies in college  No.  Completion of two years studies in relevant training  MACRO-MITLIVI1-006  MACRO-MITLIVI1-006  Annual Salary  Education  Training  Four (4) One (1) year of relevant experience  (Subprofessional)  First Level Eligibility  Career Service (Subprofessional)									

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