

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF BURAUEN
Request for Publication of Vacant Positions



Electronic copy to be submitted to the CSC FO
must be in MS Excel format

To: The Director II
CSC Leyte Field Office
Gov't Center, Palo, Leyte

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

Juanito E. Renomeron
JUANITO E. RENOMERON
Head of Agency

Date: 1-Apr-19

	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	College Registrar	133	15	313,308.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Burauen Community College
2	Guidance Counselor III	134	12	239,208.00	Bachelor's Degree in Guidance and Counseling or any allied discipline	non-required	non-required	RA 1080 (Guidance Counselor)	Burauen Community College
3	College Librarian III	135	18	411,324.00	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	8 hours of relevant training	2 years of relevant experience	RA 1080	Burauen Community College
4	Instructor I	136	12	239,208.00	Master's degree in the area of specialization.	non-required	non-required	For SUCs' None Required RA 1080 (For courses requiring BAR or BOARD eligibility) For NON SUCs' (PBET/Teacher/RA 1080)	Burauen Community College
5	Instructor I	137	12	239,208.00	Master's degree in the area of specialization.	non-required	non-required	For SUCs' None Required RA 1080 (For courses requiring BAR or BOARD eligibility) For NON SUCs' (PBET/Teacher/RA 1080)	Burauen Community College
6	Instructor I	138	12	239,208.00	Master's degree in the area of specialization.	non-required	non-required	For SUCs' None Required RA 1080 (For courses requiring BAR or BOARD eligibility) For NON SUCs' (PBET/Teacher/RA 1080)	Burauen Community College

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 May 3, 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; with attached Work Experience Sheet (4 copies)
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license
4. Photocopy of Transcript of Records.
5. Photocopy of certificates of trainings attended for the last 5 years

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

Juanito E. Renomeron
Hon. JUANITO E. RENOMERON
Mayor
Local Government Unit of Burauen
Burauen, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.