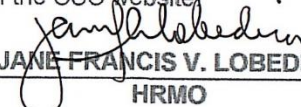


Republic of the Philippines
Local Government Unit of Hilongos
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which is authorized to be filled, at the Local Government Unit of Hilongos in the CSC website:


JANE FRANCIS V. LOBEDICA
HRMO

Date: July 01, 2019

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	Municipal Government Department Head I (Municipal Planning and Development Coordinator I)	41	SG 24 Step 1	₱ 70,895.00	Bachelor's degree preferably in Urban Planning, Development Studies, Economics, Public Administration or any related course	None	3 years experience in government planning or in any related field	RA 1080 (Environmental Planner)	Level 4 : Superior CORE 1: Analytical Thinking; CORE 2: Managing Resources CORE 3: Flexible Thinking; Organizational 1: Organizational Alignment Organizational 2: Organizational Knowledge Organizational 3: Developing Talent Leadership 1: Strategic Thinking	Office of the Municipal Planning and Development Coordinator

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 19, 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 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:

JANE FRANCIS V. LOBEDICA

Administrative Officer I/In-Charge on Personnel Matter

R.V. Villaflores Street, Hilongos, Leyte

jane.lobedica@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.