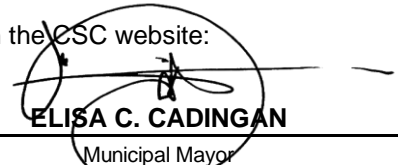


Republic of the Philippines
LOCAL GOVERNMENT UNIT OF HINUNDAYAN
Request for Publication of Vacant Positions

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 Hinundayan in the CSC website:


ELISA C. CADINGAN
Municipal Mayor

Date: 1/14/2020

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	Senior Administrative Officer II (Cashier II)	1999-35	14	18,124.50	Bachelor's Degree	4 hours relevant training	1 year of relevant experience	CS (Professional) Second Level Eligibility		Municipal Treasury Office
2	Municipal Government Department Head I (Municipal Health Officer I)	1999-49	24	68,857.50	Doctor of Medicine	None	3 years experience as medical practitioner	RA 1080		Municipal Health Office
3	Midwife II	2020-MHO-01	8	16,050.00	Completion of the Midwifery Course	4 hours relevant training	1 year of relevant experience	RA 1080		Municipal Health Office
4	Midwife II	1993-32-15	8	16,050.00	Completion of the Midwifery Course	4 hours relevant training	1 year of relevant experience	RA 1080		Municipal Health 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 January 31, 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 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:

MA. BELLA J. GILBUENA, EnP

MPDC / HRMO-Designate

MPDC Office, LGU-Hinundayan, Southern Leyte

mpdchinundayan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.