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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (LGU KANANGA) in the CSC website:

EVELINA C. HOYUMPA

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HRMO

Date: March 27, 2019

	Position Title	Diamtilla	Salary/			Qualification Standards						
No.		Plantilla Item No.	Job/ Pay Grade	Annual Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment		
1	Senior Administrative Asst. III (Private Secretary II)	1011-004	15-1	329,736.00	completion of 2 yrs. Studies in college	None Required	None Required	None Required		Mayor's Office		
2	Adm. Aide III (Driver I )	1021-018	3-1	134,628.00	Elementary School Grad.	None Required	None Required	None Required		Vice Mayor's Office		
3	Secretary II	1021-020	7-Jan	169,168.00	completion of 2 yrs. Studies in college	none	none	Career Service (Sub-Prof) / First Level Eligibility		Vice Mayor's Office		
4	Stenographer	1022-025	4-1	142,716.00	completion of 2 yrs. Studies in college	None Required	None Required	None Required		Sangguniang Bayan Office		
5	Adm. Aide IV (Driver II )	1061-047	4-Jan	142,716.00	Elem. School Graduate	None Required	None Required	Driver License (MC 11 s.96 Cat. II)		Gen. Services 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

- 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);
- ${\it 3. \ Photocopy \ of \ certificate \ of \ eligibility/rating/license; \ and }$
- 4. Photocopy of Transcript of Records.

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

# EVELINA C. HOYUMPA (Administrative Officer V (HRMO III) Real Street, Poblacion, Kananga Leyte lgukanangahr@gmail.com

CS Form No. 9 Series of 2017

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

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March 27, 2019

		Plantilla	Salary/	Annual			Qualification Star	ndards		Place of
No.	Position Title	Item No.	Job/ Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
6	Administrative Aide II (Bookbinder I)	1081-056	2	127,020.00	Elem. School Graduate	None Required	None Required	None Required (MC 11S.96 Cat. III)		Mun. Accounting's Office
7	Revenue Collection Clerk III	1091-060	9	194,136.00	completion of two(2) yrs.	4 hrs. of relevant training	one year of relevant experience	Career Service (Sub- Professional) First Eligibility		Mun. Treasurer's Office
8	Revenue Collection Clerk II	1091-063	7	169,968.00	completion of two(2) yrs.	4 hrs. of relevant training	one year of relevant experience	Career Service (Sub- Professional) First Eligibility		Mun. Treasurer's Office
9	Assessment Clerk I	1101-069	4	142,716.00	completion of two yrs. Studies in college	None Required	None Required	Career Service (Sub-Prof) / First Level Eligibility		Mun. Assessor's Office
10	Medical Technologist III	4411-073	18	487,644.00	BS MEDTECH Grad . or Bachelor of Science in Public Health	8 hours of relevant training	two years of relevant experience	R.A. 1080		Mun. Health Office

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**HRMO** 

Date: March 27, 2019

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No.			Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment		
11	Population Program Wkr. I	4411-086	5	168,084.00	completion of two yrs. studies in college	None Required	None Required	Career Service (Sub-Prof) / First Level Eligibility		Mun. Health Office		
12	Medical Officer III	4422-092	21	693,660.00	Doctor of Medicine	None Required	None Required	R.A. 1080		Kananga Mun. Hospital		
13	Nurse I	4422-094	11	249,048.00	BS Nursing Graduate	None Required	None Required	R.A. 1080		Kananga Mun. Hospital		
14	Nurse I	4422-095	11	249,048.00	BS Nursing Graduate	None Required	None Required	R.A. 1080		Kananga Mun. Hospital		
15	Nurse I	4422-096	11	249,048.00	BS Nursing Graduate	None Required	None Required	R.A. 1080		Kananga Mun. Hospital		

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No.		Plantilla Item No.	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
16	Midwife I	4422-097	9	215,700.00	Completion of	None Required	None Required	R.A. 1080		Kananga Mun. Hospital
17	Midwife I	4422-098	9	215,700.00	Midwifery	None Required	None Required	R.A. 1080		Kananga Mun. Hospital
18	Midwife I	4422-099	9	215,700.00	Completion of Midwifery Course	None Required	None Required	R.A. 1080		Kananga Mun. Hospital
19	Nursing Attendant I	4422-100	4	158,568.00	Elem. School Graduate	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital
20	Nursing Attendant I	4422-101	4	158,568.00	Elem. School Graduate	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital

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No.		Item No.	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	
21	Nursing Attendant I	4422-102	4	158,568.00	Elem. School Graduate	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital
22	Nursing Attendant I	4422-103	4	158,568.00	Elem. School Graduate	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital
23	Adm. Aide VI (Clerk III )	4422-104	6	178,164.00	completion of two yrs. Studies in college	None Required	None Required	Career Service (Sub-Prof). First Level Eligibility		Kananga Mun. Hospital
24	Administrative Aide I (Utility Worker I)	4422-105	1	132,816.00	must be able to read & write	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital
25	Cook I	4422-106	3	149,592.00	Elem. School Graduate	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Kananga Mun. Hospital

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No.	Position Title	Plantilla Item No.	Job/ Pay Grade	Annual Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
26	Administrative Aide III (Driver I)	4422-107	3	149,592.00	Elementary School Grad.	None Required	None Required	Driver License (MC 11 S. 96 Cat 11)		Kananga Mun. Hospital
27	Engineer II	8751-116	16	362,716.00	Bachelor's Degree in Engineering relevant to the ioh	4 hours relevant training	1 year of relevant experience	R.A. 1080		Mun. Engineering Office
28	Administrative Aide II (Bookbinder I)	8751-122	2	127,020.00	Elementary School Grad.	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Mun. Engineering Office
29	Administrative Aide I (Utility Worker I)	8751-127	1	119,532.00	Must be able to read and write	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Municipal Engineering Office
30	Adm. Aide I (Laborer I )	8812-140	1	119,532.00	must be able to read & write	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Mun. Slaughterhouse Office

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No.		Item No.	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	
31	Adm. Aide IV( Comm. Equipt. Operator I	1031-142	4	142,716.00	completion of two yrs. Studies in college or High School Graduate	None Required	None Required	Appropriate License (MC11. s.96-Cat. III)		Mun. Administrator's Office
32	Administrative Aide III (Driver I)	1011-006	3	134,628.00	Elementary School Grad.	None Required	None Required	Driver License (MC 11 S. 96 Cat II)		Mun.Mayor's Office
33	Local DRRM Officer I	9940-150	11	224,148.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Prof) / 2nd Level Eligibility		MDRRMO
34	Local DRRM Assistant	9940-151	8	180,984.00	completion of two yrs. Studies in college	4 hours of relevant training	1 year of relevant experience on DRR	Career Service (Sub- Prof). First Level		MDRRMO
35	Local DRRM Assistant	9940-152	8	180,984.00	completion of two yrs. Studies in college	4 hours of relevant training	1 year of relevant experience on DRR	Career Service (Sub- Prof). First Level Fligibility		MDRRMO

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No.	Position Title	Plantilla Item No.	Job/ Pay Grade		Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
36	Administrative Aide III (Driver I )	1011-006	3	134,628.00	must be able to read & write	None Required	None Required	None Required (MC 11 S. 96 Cat III)		Mayor's Office
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