

Electronic copy to be submitted to the CSC FO
~~must be in MS Excel Format~~
RECEIVED
JAN 07 2020 11:24 AM
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE 9

Republic of the Philippines
(Name of Agency)
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Name of Agency) in the C LGU, Leyte, Leyte in the CSC website:

ALVARO C. SUMAYAN, JR.
Municipal Gov't. Dept. Head (HRMO-V)

Date:

No.	Position Title	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 Health Officer)	VI-C-MHO-1	SG-24	83,406.00	Doctor of Medicine	None Required	3 yrs. Experience as medical Practitioner	R.A. 1080		Municipal Health Office, Leyte, Leyte

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 23, 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 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:

Arnold James M. Ysidoro
Municipal Mayor

LGU- Leyte, Leyte
hrmo5lguleyte@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.