



Republic of the Philippines
Province of Southern Leyte
CITY OF MAASIN

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions in the Local Government Unit of Maasin City in the CSC website:

BENJIE C. GAVIOLA

AO II-HRMO I

Date: February 16, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Experience	Training	Eligibility		
1	1 City Accountant	2020-P-124	SG25	P80,821.00	Graduate of Bachelor of Science in Accountancy or Bachelor's degree in Commerce/Business Administration major in Accounting	5 years experience in the treasury or accounting service	None	RA 1080 (CPA)		Office of the City Accountant
					Including the requirements of Filipino Citizenship, of good moral character and a resident of the Local Government Unit concerned					
2	1 Youth Development Officer III	2020-P-005	SG18	P34,541.00	Bachelor's degree	2 years of relevant experience	8 hours of relevant training	Career Service (Professional), Second Level Eligibility		Office of the City Mayor
3	1 Dentist II	2020-P-310	SG17	P36,942.00	Doctor of Dental Medicine or Dental Surgery	1 year of relevant experience	4 hours of relevant training	RA 1080 (Dentist)		Office of the City Health Officer
4	1 Administrative Officer IV - (Administrative Officer II)	2020-P-007	SG15	P25,951.00	Bachelor's degree	1 year of relevant experience	4 hours of relevant training	Career Service (Professional), Second Level Eligibility		Office of the City Mayor

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 **March 5, 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:

NACIONAL V. MERCADO

City Mayor

Local Government Unit - Maasin City

E. Rafols St., Tunga-Tunga, Maasin City, Southern Leyte

lgumaasincity@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.