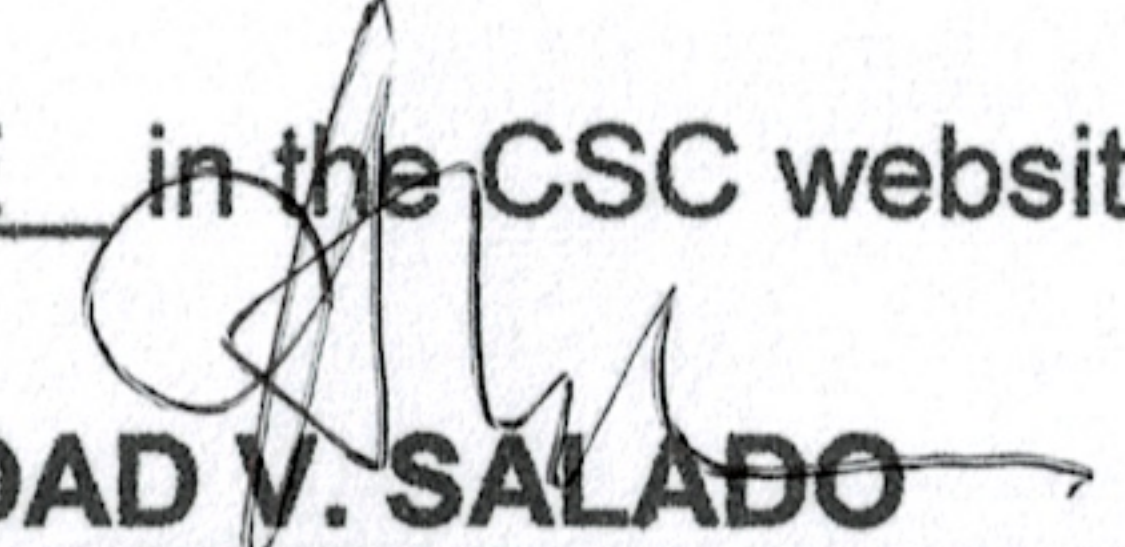


Republic of the Philippines
MUNICIPALITY OF MATALOM
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU - MATALOM, LEYTE in the CSC website:


CARIDAD V. SALADO
HRMO

Date: November 17, 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	Municipal Government Department Head I (Municipal Health Officer)	67	24	P 85,074.00	Doctor of Medicine	3 years as medical practitioner	None Required	R.A. 1080 (Physician)		Rural Health Unit
2	Medical Officer III	85	21	59,353.00	Doctor of Medicine	None Required	None Required	R.A. 1080 (Physician)		Matalom Community Hospital
3	Nurse I	86	15	32,053.00	Bachelor of Science in Nursing	None Required	None Required	R.A. 1080 (Nurse)		Matalom Community Hospital
4	Administrative Aide I (Utility Worker I)	12	1	9,241.00	Must be able to read and write	None Required	None Required	None Required, MC II S. 96, Cat. III as amended		Office of the Municipal 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 December 2, 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:

Hon. Eric S. Pajulio, DMD

Municipal Maor

Matalom, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.