

Republic of the Philippines  
**MGO ORAS, EASTERN SAMAR**  
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 MGO ORAS, EASTERN SAMAR in the CSC website:

  
**ERIKA DILGERENA  
HAMPA III**

Date: November 16, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	Administrative Aide IV (Driver II)	218	4	12469	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 11, Cat.IV)	N/A	Mayor's Office
2	Social Welfare Assistant	119	8	15795	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Municipal Social Welfare & Development Office
3	Population Program Worker II	118	7	14896	Completion of two years studies in college	None Required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Municipal Population Office
4	Sanitation Inspector II	200	8	19744	Completion of 2 years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Municipal Health Office
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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 01, 2023.

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](http://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.
5. The Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person w/ disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

**HON. ROY C. ADOR**  
Municipal Mayor  
Oras, Eastern Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.