CS FORM No. 9 Series of 2017

Republic of the Philippines LGU- ORMOC CITY Request for the Publication of Vacant Positions

To: CIVIL SERVICE COMMISION (CSC)

We hereby request the publication of the vacant positions, which are authorized to be filled, at the LGU -Ormoc in the CSC website.

ADELAIDA H. BIACOLO

City Government Assistant Dept. Head I

No.	POSITION TITLE	Plantilla	Salary/J ob/Pay Grade	MONTHLY SALARY	Qualification Standards						
		Item No.			Education	Training	Experience	Eligibilty	Competency (if applicable)	Place of Assignment	
1	CITY GOVERNMENT ASSISTANT DEPARTMENT HEAD I (ASSISTANT CITY TREASURER)	153	sg-23	73,811.00	BACHELOR'S DEGREE PREFERABLY IN CCOMMERCE,PUBLIC ADMINISTRATION OR LAW FROM A RECOGNIZED COLLEGE OR UNIVERSITY.	none required	FIVE (5)YEARS EXPERIENCE IN THE TREASURY OR ACCOUNTING SERVICE	FIRST GRADE CIVIL SERVICE ELIGIBLE OR ITS EQUIVALENT		CITY TREASURER'S OFFICER	
2	SECRETARY TO THE SANGGUNIANG PANLUNGSOD	101	SG-25	95,083.00	BACHELOR'S DEGREE PREFERABLY IN LAW, COMMERCE OR PUBLIC ADMINISTRATION FROM A RECOGNIZED COLLEGE OR UNIVERSITY.	NONE REQUIRED	NONE REQWIRED	FIRST GRADE CIVIL SERVICE ELIGIBLE OR ITS EQUIVALENT		SANGGUNIANG PANLUNGSOD	
3	COMMUNITY AFFAIRS ASSISTANT II	46/47/ 49	SG-8	16,758.00	COMPLETION OF TWO(2) YEARS STUDIES IN COLLEGE	FOUR(4)HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL First level Elig.		PAIAD	

CSC FORM No. 9

Series of 2017

Republic of the Philippines LGU - ORMOC CITY Request for the Publication of Vacant Positions

To: CIVIL SERVICE COMMISION (CSC)

This is to request the publication of the following REGULAR positions of (LGU - Ormoc) in the CSC website

ADELAIDA H. BIACOLO

City Government Assistant Dept. Head I

	POSITION TITLE		Salary/J ob/Pay Grade	MONTHLY SALARY	Qualification Standards						
No.		Plantilla Item No.			Education	Training	Experience	Eligibilty	Competency (if applicable)	Place of Assignment	
4	CITY GOVERNMENT ASSISTANT DEPARTMENT HEAD I (ASSISTANT CITY ASSESSOR)	201	SG-23	73,811.00	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce, or any other related course	None	Three(3) years in real property assessment work or in any related field	RA 1080 (REAL ESTATE SERVICE)		City Assessor Office	
5	WATERWORKS SUPERINTENDENT II	709	SG-22	65,319.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	16 HRS. OF RELEVANT TRAINING	3 YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL 2ND LEVEL ELIGIBILITY		ORWASA	
6	ADMINISTRATIVE AIDE V (PLUMBER II)	713	SG-5	14,007.00	ELEMENTARY GRADUATE	NONE REQUIRED	NONE REQUIRED	PIPEFITTER OR PLUMBER (MC 11 S. 96 - CAT I)		ORWASA	
7	ADMINISTRATIVE AIDE III (PLUMBER I)	717/ 718	SG-3	12,466.00	ELEMENTARY GRADUATE	NONE REQUIRED	NONE REQUIRED	PIPEFITTER OR PLUMBER (MC 11 S. 96 - CAT I)		ORWASA	
										*	

CSC FORM No. 9

Series of 2017

Republic of the Philippines LGU - ORMOC CITY Request for the Publication of Vacant Positions

To: CIVIL SERVICE COMMISION (CSC)

This is to request the publication of the following REGULAR positions of (LGU - Ormoc) in the CSC website

ADELAIDA H. BIACOLO

City Government Assistand Dept. Head I

	POSITION TITLE	Plantilla Item No.	Salary/J	MONTHLY	Qualification Standards						
No.			ob/Pay Grade		Education	Training	Experience	Eligibilty	Competency (if applicable)	Place of Assignment	
8	ENGINEER IV	573	SG-22	65,319.00	BACHELOR'S DEGREE IN ENGINEERING RELEVANT	16 HOURS OF RELEVANT	3 YEARS OF RELEVANT EXPERIENCE	RA 1080		City Engineering Office	
9	METER READER III	734	SG-9	17,975.00	HIGH SCHOOL GRADUATE		ONE(1) YEAR OF THE RELEVANT EXPERIENCE	NONE REQUIRED (MC 11 S. 96 CAT III)		ORWASA	
10	METER READER II	735/ 738	SG- 6	14,847.00	HIGH SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11 S. 96 CAT III)		ORWASA	
11	HEAVY EQUIPMENT OPERATOR I	619 /622	SG-4	13,214.00	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL TRADE COURSE	NONE REQUIRED	NONE REQUIRED	HEAVY EQUIPMENT OPERATOR (MC 11 S.96 -CAT I)		CEO- MOTORPOOL	
12	ADMINISTRATIVE ASSISTANT III (STOREKEEPEER III)	587	SG-9	17,975.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL 1ST LEVEL ELIGIBILITY		City Engineering Office	
13	ADMINISTRATIVE ASSISTANT II (ACCOUNTING CLERK III)	588	SG-8	16,758.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL 1ST LEVEL FLIGIBILITY		City Engineering Office	
14	MIDWIFE III	452 /453/ 454/ 456/	SG-13	25,232.00	COMPLETION OF MIDWIFERY COURSE	EIGHT HOURS OF RELEVANT TRAINING	TWO YEARS OF RELEVANT EXPERIENCE	RA 1080		CITY HEALTH OFFICE	

CSC FORM No. 9

Series of 2017

Republic of the Philippines LGU - ORMOC CITY Request for the Publication of Vacant Positions

To: CIVIL SERVICE COMMISION (CSC)

This is to request the publication of the following REGULAR positions of (LGU - Ormoc) in the CSC website

ADELANDA H. BIACOLO4

City Government Assistant Dept. Head I

	POSITION TITLE	Plantilla	Salary/J ob/Pay Grade	MONTHLY SALARY	Qualification Standards						
No.		Item No.			Education	Training	Experience	Eligibilty	Competency (if applicable)	Place of Assignment	
15	SPORTS DEVELOPMENT OFFICER III	86	SG-18	40,637.00	BACHELOR'S DEGREE	EIGHT HOURS OF RELEVANT TRAINING	TWO YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL,2ND LEVEL ELIGIBILITY		ORMOC CITY SPORTS OFFICE	
16	MARKET SUPERVISOR IV	684	SG-22	65,319.00	BACHELOR'S DEGREE	SIXTEEN HOURS OF RELEVANT TRAINING	THREE YEARS OF RELEVANT	CS PROFESSIONAL,2ND LEVEL ELIGIBILITY		MARKET	
17	MARKET INSPECTOR I	686	SG-6	14,847.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL 1ST LEVEL ELIGIBILITY		MARKET	
18	ADMINISTRATIVE ASSISTANT II (CLERK IV)	284	SG-8	16,758.00	COMPLETION OF TWO(2) YEARS STUDIES IN COLLEGE OR HIGH SCHOOL GRAD. W/ VOCATIONAL OR TRADE	FOUR HOURS OF RELEVANT TRAINING	NONE REQUIRED	CS SUBPROFESSIONAL 1ST LEVEL ELIGIBILITY		LOCAL CIVIL REGISTRAR	
										7	

Interested and qualified applicants should signify their interest in writting. Attach the following documents to the application letter and send to the address below not later than May 30, 2019

- 1. Fully accomplished Persnoal Data Sheet (PDS) with recent passport -sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph.
- 2. Application letter
- 2. Performance rating in the last rating period (if applicable);
- 3. Photocopy of certificate of eligibility/ rating /license; and relevant trainings attended
- 4. Photocopy of Transcript of Records.

ALL APPLICATON LETTERS shall be addressed to HON. RICHARD I. GOMEZ, City Mayor, LGU - Ormoc City

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

ADELAIDA H. BIACOLO

City Government Assistant Dept. Head I -HRMO

2ND Flr.,Ormoc City Hall Building, Ormoc City

HRM - LGU@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.