


CSC FORM No. 9
Series of 2017

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

To: CIVIL SERVICE COMMISSION

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

DATE : November 6, 2019

No.	POSITION TITLE	Plantilla Item No.	Salary/Job/Pay Grade	MONTHLY SALARY	Qualification Standards						REMARKS
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment	
1	ENVIRONMENTAL MANAGEMENT SPECIALIST II	742	sg-15	P30531.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL, SECOND LEVEL ELIGIBILITY		ENRD	
	X-X-X										

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 November 31, 2019

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. 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/ Certificate of Employment

ALL APPLICATION LETTERS shall be addressed to **HON. RICHARD I. GOMEZ**, City Mayor, LGU - Ormoc City. **MUST BE INSIDE IN A LONG SIZE FOLDER**

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