

CSC FORM No. 9  
Series of 2018



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

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

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

City Government Assistant Dept. Head I

Date:

ADELAIDA H. BIACOLO

City Government Assistant Department Head I (HRMO)

11/20/2019

No.	POSITION TITLE	Plantilla Item No.	Salary /Job/ Pay Grade	MONTHLY SALARY	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Licensing Officer IV	57	22	65,319.00	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		Permits, Licensing & Franchising Office
	X-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 30, 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](http://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 APPLICATION 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  
[hrmlgu@yahoo.com](mailto:hrmlgu@yahoo.com)

CSC FORM No. 9  
Series of 2018



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

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

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

City Government Assistant Dept. Head I  
Date:

  
ADELAIDA H. BIACOLO  
City Government Assistant Department Head I (HRMO)  
11/21/2019

No.	POSITION TITLE	Plantilla Item No.	Salary /Job/ Pay Grade	MONTHLY SALARY	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Project Development Officer I	266	11	20,754.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		City Planning and Development Office
	X-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 December 5, 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](http://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 APPLICATION 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  
[hrgu@yahoo.com](mailto:hrgu@yahoo.com)