

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 : January 8, 2020

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	NURSE II	437/ 438/ 439/ 440/ 441	SG-15	30,531.00	BACHELOR OF SCIENCE IN NURSING	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	RA 1080		CITY HEALTH OFFICE	
2	MIDWIFE III	451/ 452/ 456/ 457	SG-13	25,232.00	COMPLETION OF MIDWIFERY COURSE	EIGHT HOURS OF RELEVANT TRAINING	TWO YEARS OF RELEVANT EXPERIENCE	RA1080		CITY HEALTH OFFICE	
3	MIDWIFE II	458/ 459/ 460/ 468/ 469/ 472	SG-11	20,754.00	COMPLETION OF MIDWIFERY COURSE	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	RA 1080		CITY HEALTH OFFICE	
4	TRAFFIC OPERATIONS OFFICER IV	66	SG-22	65,319.00	BACHELOR'S DEGREE	SIXTEEN HOURS OF RELEVANT TRAINING	THREE YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ 2ND LEVEL ELIG.		TRAFFIC ENFORCEMENT AND MANAGEMENT OFFICE	

5	ADMINISTRATIVE AIDE III(Driver I)	67	SG-3	12,466.00	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL TRADE COURSE	NONE REQUIRED	NONE REQUIRED	RELEVANT MC 11, S.1996		TRAFFIC ENFORCEMENT AND MANAGEMENT OFFICE	
6	ADMINISTRATIVE AIDE II	68/69	SG-2	65,319.00	MUST BE ABLE TO READ AND WRITE/ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED		TRAFFIC ENFORCEMENT AND MANAGEMENT OFFICE	
7	TRAFFIC AIDE II	70/71/72	SG-5	14,007.00	HIGH SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED, MC 11S. 1996 - CAT III		TRAFFIC ENFORCEMENT AND MANAGEMENT OFFICE	
8	TRAFFIC AIDE I	73/ 74	SG-3	12,466.00	HIGH SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED, MC 11S. 1996 - CAT III		TRAFFIC ENFORCEMENT AND MANAGEMENT OFFICE	
9	ADMINISTRATIVE OFFICER III (Records Officer II)	314	sg-14	27,755.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENCE	CS PROF./2nd level eligibility		City General Services Dept.	
10	ADMINISTRATIVE AIDE IV (Clerk II)	311	SG-4	13,214.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CS SUBPROF/1st level eligibility		City General Services Dept.	

11	SLAUGHTERHOUSE MASTER II	703	SG-14	27,755.00	BACHELOR'S DEGREE	FOUR HOURS OF RELEVANT TRAINING	ONE YEAR OF RELEVANT EXPERIENC E	CS PROF./2nd level eligibility		SLAUGHTER HOUSE	

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address later than January 31, 2020

1. Fully accomplished Personal Data Sheet (PDS) with recent passport -sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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