



Republic of the Philippines
LOCAL GOVERNMENT UNIT-SAN ISIDRO, LEYTE
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU- San Isidro, Leyte in the CSC website:

MR. HILARIO C. CINCO
MGSO / HRMO Designate

Date: 18-Jul-19 s

| No. | Position Title | Plantilla Item No. | Salary/ Job/ Pay Grade | Annual Salary | Qualification Standards | | | | | Place of Assignment |
|-----|-------------------------------------|------------------------------------|------------------------|---------------|--------------------------------|---------------|---------------|---------------------------------------|--------------------------------------------------------|----------------------------------------------------------------|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Admin. Aide III (Driver I) | 121,122, 123 | SG-3 | 112,200.00 | Elementary School Graduate | None Required | None Required | Driver Lincense (MG.11 S.96-Cat. 110) | Attention to detail and delivering excellence services | Municipal Health Office Office of the Municipal Agriculture |
| 2 | Admin. Aide III (Utility Worker II) | 118,126, 127,128, 129,130, 131,132 | SG-3 | 112,200.00 | Must be able to read and write | None Required | None Required | None Required (MG 11, 5.96, Cat. 11) | Attention to detail and delivering excellence services | SB, OME,MACCO,MCR,MGSO, MBO,MSWDO |
| 3 | Admin. Aide I (Utility Worker I) | 133,134 | SG-1 | 96,612.00 | Must be able to read and write | None Required | None Required | None Required (MG 11, 5.96, Cat. 11) | Attention to detail and delivering excellence services | Municipal Health Office |

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 July 15, 2019.

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.

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

HON. REMEDIO B. YELOSO

Municipal Mayor

Bawod, San Isidro, Leyte cor. Peñaranda St. P. Zamora St., Brgy. Bawod, San Isidro, Leyte

Remedioveloso@yahoo.com and hilcin1982@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.