

Republic of the Philippines
Province of Southern Leyte
Municipality of Silago

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the __ Municipality of Silago in the CSC website:


JENITH O. SATURINAS-AÑAVESA

HRMO

Date: 30-Jan-19

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ACCOUNTING CLERK III	33	8	Ph11,864.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS(Subprofessional)		Silago Southern Leyte
2	ADMINISTRATIVE AIDE VI (CLERK III)	39	6	Ph 10,388.00	Completion of two years studies in college	None required	None required	CS(Subprofessional)		Silago Southern Leyte
3	SOCIAL WELFARE ASSISTANT	51	8	Ph 11,864.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS(Subprofessional)		Silago Southern Leyte
4	MUNICIPAL HEALTH OFFICER I	52	24	Ph 64,416.00	Doctor of Medicine	None	3 years experience as medical practitioner	RA 1080		Silago Southern Leyte
5	LOCAL DRRM OFFICER II	66	15	Ph 20,674.00	Bachelor's degree	4 hours of relevant training on DRRM	1 year of relevant experience on DRRM	CS(Professional)		Silago Southern Leyte

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 February 15, 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. Performance rating **in the last rating period** (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/email their application to:

HRMO
(Position Title)
LGU-SILAGO, SILAGO SOUTHERN LEYTE
anavesajenith@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.