



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TABONTABON
-oOo-

OFFICE OF THE HUMAN RESOURCE MANAGEMENT

RECEIVED
JAN 29 2019 1:42pm
CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE

Ma. Natividad L. Costibolo
Director II
Civil Service Commission
Leyte Field Office II
Pawing, Palo, Leyte

Ma'am:

May we request publication in the Civil Service Commission Bulletin of Vacant Positions in the Government, the following vacant position, viz:

HON. RUSTICO B. BALDERIAN
Municipal Mayor
Date: January 29, 2019

| No. | POSITION | ITEM NO. | SG | Annual salary | QUALIFICATION STANDARDS | | | | Competency (if applicable) | Place of |
|-----|------------|----------|----|---------------|--------------------------------|--------------------------------|---------------------------|-------------|----------------------------|----------|
| | | | | | EDUCATION | EXPERIENCE | TRAINING | ELIGIBILITY | | |
| 1 | Midwife II | 33 | 8 | Php 208,428 | Completion of Midwifery course | One (1) year relevant training | 4 hours relevant training | RA 1080 | | Municipa |

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 28, 2019**. All qualified next-in-rank shall be automatically promoted. However you have to submit your updated Personal Data Sheet (PDS VER. 2017) to the Human Resource Management Section of LGU-Tabontabon. Failure to do so will automatically waive your right to be included as candidate. Others who are interested and qualified shall submit the following to the Human Resource Management Section of LGU-Tabontabon – Tabontabon, Leyte.

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. Authenticated copy of Diploma and Transcript of Records (New Entrance)
3. Copy of Certificate of Training Attended
4. Performance Rating in the present position for one (1) year (if applicable);
5. Photocopy of certificate of eligibility/rating/license.

Hand in or send through email their application to:

HON. RUSTICO B. BALDERIAN
Municipal Mayor
Tabontabon, Leyte
tabontabon2016@gmail.com

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared by:

[Signature]
ARTURO T. JUANICO, JR.
HRMO-Designate

Approved:

For and in the absence of the Municipal Mayor:

[Signature]
HON. FLORENTINA A. ACALA
Officer-In-Charge

HON. RUSTICO B. BALDERIAN
Municipal Mayor