

Republic of the Philippines
LGU-Tomas Oppus
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 LGU Tomas Oppus in the CSC website:


ROGELIO A. LAYO

HRMO

Date:

6/1/2020

| 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 | Local DRRM Officer II | 40 | 15 | P20,307.00 | Bachelor's Degree | none required | 1 yr relevant experience on DRRM | CS(Professional) 2nd level eligibility | ---- | LGU-Tomas Oppus |
| 2 | Planning Officer I | 64 | 11 | P14,125.00 | Bachelor's Degree relevant to the job | none required | none required | CS(Professional) 2nd level eligibility | ---- | LGU-Tomas Oppus |
| 3 | Administrative Aide IV(Driver II) | 66 | 4 | P8,872.00 | Elem.School Grad. | none required | none required | Driver License | ---- | LGU-Tomas Oppus |
| 4 | Administrative Aide I(U.Worker I) | 67 | 1 | P7,357.00 | Must be able to read | none required | none required | none required | ---- | LGU-Tomas Oppus |
| 5 | Administrative Aide I(U.Worker I) | 68 | 1 | P7,357.00 | Must be able to read | none required | none required | none required | ---- | LGU-Tomas Oppus |
| 6 | Social Welfare Officer I | 69 | 11 | P14,125.00 | Bachelor's Degree relevant to the job | none required | none required | Relevant RA1080 | ---- | LGU-Tomas Oppus |

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 June 16,2020_____.

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:


ROGELIO A. LAYO

HRMO III/Administrative Officer V

LGU-Tomas Oppus,Southern Leyte

abnerlayo68@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.