


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

Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Abuyog in the CSC website:


FRANCISCO C. BAUYA
HRMO IV

Date: May 11, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Engineer I	4	12	22,046.00	Bachelor's degree in Engineering relevant to the job	None required	None required	RA. 1080		Office of the Municipal Engineer
2	Social Welfare Officer I	3	11	20,084.00	Bachelor's degree in Social Work	None required	None required	RA. 1080 (Social Worker)		Municipal Social Welfare and Dev't. Office
3	Construction and Maintenance Foreman	7	8	15,755.00	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC.11.s. 96-Cat.III)		Office of the Municipal Engineer

4	Municipal Disaster Risk Reduction Management Assistant	4	8	15,755.00	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience in DRRM	Career Service Sub-Professional/1st Level Eligibility		Municipal Disaster Risk Reduction and Management Office
5	Assessment Clerk 1	7	4	12,426.00	Completion of 2 years studies in College	None required	None required	Career Service Sub-Professional/1st Level Eligibility		Office of the Municipal Assessor
6	Administrative Aide III (Carpenter I)	10	3	11,717.00	Elementary School Graduate	None required	None required	Carpenter (MC. 11, s. 96-CAT. I),		Municipal General Services Office
7	Administrative Aide I (Utility Worker I)	6	1	10,396.00	Must be able to read and write	None required	None required	None required (MC.11.s. 96-Cat.III)		Human Resource Management Office
8	Administrative Aide I (Utility Worker I)	70	1	10,396.00	Must be able to read and write	None required	None required	None required (MC.11.s. 96-Cat.III)		Abuyog Community College
9	Administrative Aide I (Utility Worker I)	7	1	10,396.00	Must be able to read and write	None required	None required	None required (MC.11.s. 96-Cat.III)		Office of the Sangguniang Bayan (Secretary to the Sangguniang Bayan)

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 May 27, 2021.

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. Authenticated Photocopy of Transcript/School Records; and
4. Authenticated Photocopy of Certificate of Eligibility /Rating/License.

FRANCISCO C. BAUYA

HRMO 1V

LGU-Abuyog

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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