

Republic of the Philippines
MGO ALBUERA, LEYTE
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 MGO ALBUERA, LEYTE in the CSC website:


CHASTITY H. BARTE
OIC-IRMO

Date: 16-May-22

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	Internal Auditor III	OMM-02	18	34,945.00	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility (MC No. 12, S. 2006)		LGU Albuera - Office of the Municipal Mayor
2	Administrative Officer II (Community Affairs Officer I)	MSWDO-02	11	19,102.00	Bachelor's Degree	None required	None required	Career Service (Professional) Second Level Eligibility		LGU Albuera - Municipal Social Welfare and Development Office
3	Agricultural Technologist	OMA-04	10	16,964.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		LGU Albuera - Office of the Municipal Agriculturist
4	Administrative Aide III (Utility Worker II)	MGSO-06	3	10,858.00	Must be able to read and write	None required	None required	None required (MC 10, S.2013 - Cat. III)		LGU Albuera - Municipal General Services Office
5	Administrative Assistant V (Automotive Equipment Inspector II)	MEO-07	11	19,102.00	High school Graduate or completion of relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Mechanic (Automotive Servicing) (MC 10, S.2013 - Cat. II)		LGU Albuera - Municipal Engineer's Office
6	Administrative Aide VI (Labor Foreman)	MEO-10	6	12,960.00	High school Graduate	None required	None required	None required (MC 10, S.2013 - Cat. III)		LGU Albuera - Municipal Engineer's Office
7	Municipal Government Department Head I (Municipal Health Officer)	MHO-01	24	86,742.00	Doctor of Medicine	None required	3 years experience as medical practitioner	RA 1080		LGU Albuera - Municipal Health Office

8	Nursing Attendant I	MHO-05	4	14,400.00	Elementary School Graduate	None required	None required	None required (MC 10, S.2013 - Cat. III)	LGU Albuera - Municipal Health Office
9	Dentist II (B)	MHO-06	17	39,986.00	Doctor of Dental Medicine or Dental Surgery	16 hours of relevant training	3 years of relevant experience	RA 1080	LGU Albuera - 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 May 31, 2022.

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:

SIXTO B. DE LA VICTORIA

Municipal Mayor

Town Hall, San Pedro St., Poblacion, Albuera, Leyte

hrmo.albuera@gmail.com/lgualbuera2019@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.