

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

ATTY. LITO E. ODON

HRMO

Date: August 05, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Municipal Agriculturist	39	24	65,057.00	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine.	None required	3 years acquired in experience agriculture or in a related field	Relevant RA 1080		MAO
2	Municipal Assessor	30	24	65,057.00	Bachelor's degree preferably in civil or mechanical engineering, commerce, or any other related course.	None required	3 years experience in Real property Assessment or in a related field	RA1080 (Real Estate Service)		MASSO

3	Municipal Social Welfare & Development Officer	46	24	65,057.00	Holder of a college degree preferably in sociology or any other related course from a recognized college or university.	None required	3 years experience in practice of Social Work or in a related field	RA 1080 (RSW)	MSWDO
4	Day Care Worker 1	4	7	12,884.00	High School graduate	none required	none required	None required (MC 11, s 1996 Cat III)	MO
5	Municipal Accountant	68	24	65,057.00	A holder of a college degree preferably Accountancy from a recognized college or university.	none required	3 years experience in the Treasury or Accounting service	RA 1080	MACCO
6	Agricultural Technologist	40	10	15,904.00	Bachelor's Degree in Agriculture or other allied course such as Agricultural Engineering, Fisheries Technology and	none required	none required	RA1080	MAO
7	Computer Operator I	84	7	12,884.00	Completion of two years in college or High School Graduate with relevant vocational trade course	none required	none required	Career Service (Sub-Prof)Data Encoder (MC 11 s 96 Cat.I)	MO
8	Agricultural Technologist	41	10	15,904.00	Bachelor's Degree in Agriculture or other allied course such as	none required	none required	RA1080	MAO
9	Agricultural Technologist	43	10	15,904.00	Bachelor's Degree in Agriculture or other allied course such as	none required	none required	RA1080	MAO

10	Agricultural Technologist	44	10	15,904.00	Bachelor's Degree in Agriculture or other allied course such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine.	none required	none required	RA1080	MAO
11	Assistant Registration Officer	67	8	13,688.00	Completion of two years studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-Prof)/First Level Eligibility	MCR
12	Population Program Worker 1	6	5	14,456.00	Completion of two years studies in college	none required	none required	Career Service (Sub-Prof)/First Level Eligibility	MO
13	Disbursing Officer II	83	8	13,688.00	Completion of two years studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-Prof)/First Level Eligibility	MO
14	Computer Operator I	90	7	12,884.00	Completion of two years in college or High School Graduate with relevant vocational trade course	none required	none required	Career Service (Sub-Prof)Data Encoder (MC 11 s 96 Cat.I)	MTO

15	Revenue Collection Clerk II	29	7	12,884.00	Completion of two years studies in college	None required	None required	None required	Career Service (Sub-Professional) / First Level Eligibility	MTO
16	Clerk II	7	4	10,800.00	Completion of two years studies in college	None required	None required	None required	Career Service (Sub-Professional) / First Level Eligibility	MO
17	Management and Audit Analyst IV	69	22	51,311.00	Bachelor's Degree relevant to the job	16 hours relevant training	3 years relevant experience	3 years relevant experience	Career Service (Professional) / Second Level Eligibility	MACCO
18	Assistant Municipal Treasurer	25	22	51,311.00	Holder of a college degree preferably in commerce, public administration, or law from a recognized college or university.	None required	3 years experience in the treasury and accounting service	3 years experience in the treasury and accounting service	Career Service (Professional) / Second Level Eligibility	MTO
19	Midwife III	54	13	28,276.00	Completion of Midwifery Course	8 Hours of relevant training	2 Years of relevant experience	2 Years of relevant experience	RA 1080 (Midwife)	RHU

20	Municipal Engineer	62	24	65,057.00	Holder of a college degree preferably civil engineering .	None required	He must have acquired experience in the practice of his profession for at least three (3) years.	RA 1080	MEO
21	Municipal Budget Officer	32	24	65,057.00	Holder of college degree preferably in accounting, economics, public administration or any related course from a recognized college or university	None required	at least three (3) years in the case of the municipal budget officer.	Career Service (Professional) / Second Level Eligibility	MBO
22	Municipal Planning & Development Coordinator	34	24	65,057.00	Bachelor's degree preferably in urban planning, development studies, economics, public administration, or any related course.	None required	Three (3) years experience in development planning or any related field .	RA 1080 (Environmental Planner)	MPDO
					nothing follows**				

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 August 20, 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.

5. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ELEONOR B. LUGNASIN

Municipal Mayor

Municipal Hall

Babatngon, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.