

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

KATHLEEN M. SETOSTA-ALBESA

HRMO

Date: **March 20, 2024**

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	Assistant Professor IV	162	18	42053	Master's degree in the area of specialization or its allied/ related fields	8 hours of relevant training	None Required	None Required; RA 1080 (for courses requiring BAR or BOARD eligibility)	NA	LGU- Burauen (Burauen Community College)
2	Assistant Professor IV	163	18	42053	Master's degree in the area of specialization or its allied/ related fields	8 hours of relevant training	None Required	None Required; RA 1080 (for courses requiring BAR or BOARD eligibility)	NA	LGU- Burauen (Burauen Community College)
3	Assistant Professor IV	164	18	42053	Master's degree in the area of specialization or its allied/ related fields	8 hours of relevant training	None Required	None Required; RA 1080 (for courses requiring BAR or BOARD eligibility)	NA	LGU- Burauen (Burauen Community College)
4	Registrar I	161	11	24300	Bachelor's Degree	None Required	None Required	Career Service (Professional Second Level Eligibility)	NA	LGU- Burauen
	Midwife III	155	13	31320	Completion of the Midwifery Course	8 hours of relevant training	2 years of relevant experience	RA 1080	NA	LGU- Burauen
5	Social Welfare Officer I	156	11	24300	Bachelor's Degree In Social Work	None Required	None Required	RA 1080 (Social Worker)	NA	LGU- Burauen

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 April 4, 2024

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 positions without discrimination regardless age, gender, civil status, person of disability (PWD), 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:

KATHLEEN M. SETOSTA-ALBESA

Human Resource Management Officer II

LGU- Burauen