

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

JUDY G. PARADO
Municipal Accountant/HRMO- Designate

Date: **September 13, 2022**

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	Nurse I	MHO-16	15/1	₱35,097.00	Bachelor of Science in Nursing	None required	None required	RA1080	Exemplifying Integrity, Delivering Service Excellence, Solving Problems and Making Decisions, Demonstrating personal effectiveness, Program Management	Municipal Health Office
	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 **September 30, 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
4. Photocopy of Transcript of Records.
5. Photocopy of Certificate of Trainings for the last five (5) years; and
6. Service Record or Certificate of Employment

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

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

JUDY G. PARADO
Municipal Accountant/HRMO- Designate
Real St. Corner Del Carmen, Jaro Leyte
hrlgujaro@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.