

Republic of the Philippines
MGO LOPE DE VEGA, NORTHERN SAMAR
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 LOPE DE VEGA, NORTHERN SAMAR in the CSC website:


NELIA A. GONZALES
HRMO

Date: MARCH 9, 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	Day Care Worker I	88	6	12658	High School Graduate	None required	None required	None required (MC 11, S. 96-Cat III)	Not Applicable	MSWDO
2	Farm Worker II	89	4	11245	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 11, S. 96-Cat III)	Not Applicable	Municipal Agriculture Office
3	Farm Worker II	90	4	11245	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 11, S. 96-Cat III)	Not Applicable	Municipal Agriculture Office
4	Farm Worker II	91	4	11245	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 11, S. 96-Cat III)	Not Applicable	Municipal Agriculture Office
5	Engineer II	92	16	28613	Bachelor's Degree in Engineering related to the job	4 hours of relevant training	1 year of relevant experience	RA 1080	Not Applicable	Municipal Engineering Office
6	Laboratory Aide I	86	2	13305	Completion of the Secondary School	None required	None required	None required (MC 11, S. 96-Cat III)	Not Applicable	MHO
7	Administrative Aide III (Driver I)	93	3	10594	Elementary School Graduate	None required	None required	Driver Licence MC 10	Not Applicable	Mayors Office
8	Municipal Government Department Head I (Local DRRM Officer)	82	24	66308	Bachelor's Degree	24 hours of training in management and supervision on DRRM	4 years in position involving management and supervision, 1 year of which is relevant to DRRM	Career Service Professional (Second Level Eligibility)	Not Applicable	MDRRMO
9	Municipal Government Department Head I (Human Resource Management Officer)	84	24	66308	Bachelor's Degree	24 hours of training in management and supervision	4 years in position involving management and supervision	Career Service Professional (Second Level Eligibility)	Not Applicable	HRMO
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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 March 24, 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:

NELIA A. GONZALES
HRMO III
LGU-Lope de Vega, Northern Samar
hrmonelia03@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.