

Republic of the Philippines
Local Government Unit - MOTIONG, SAMAR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU-Motiong, Samar in the CSC website:


HERMES C. SALINAS
MBO/HRMO-Designate

Date: February 08, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					(if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility	Competency		
1	Municipal Government Department Head I (Local Disaster Risk Reduction and Management Officer)	1011-11	24	750,660.00	Bachelor's degree	24 hours of training in management and supervision on DRRM	4 years in position involving manangement and supervision, 1 year of which is relevant to DRRM	Career Service (Professional) Second Level	Building Collaborative and Inclusive Working Relationships; Managing performance and coaching for results;Leading change; Thinking strategy; Creating and nurturing a high performing organization.	ADVANCED	Municipal Disaster Risk Reduction and Management Office
2	Adminstrative Officer II (HRMO I)	1011-14	11	200,844.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level			Mayor's Office
3	Adminstrative Aide I (UW I)	1091-7	1	99,612.00	Must be able to read and write	None required	None required	None required			Municipal Treasurer's Office
4	Adminstrative Aide I (UW I)	8751-7	1	99,612.00	Must be able to read and write	None required	None required	None required			Municipal Engineer's Office
5	Adminstrative Aide I (UW I)	8751-8	1	99,612.00	Must be able to read and write	None required	None required	None required			Municipal Engineer's Office
	X-X-X-X-X-X-X-X										

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 February 24, 2021.

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 present position for one (1) year (if applicable);
3. Photocopy of Career Service Examination with rating; and
4. Photocopy of Transcript of Records.

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

RENATO T. CABAEL

Municipal Mayor

LGU-Motiong, Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.