

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


ALLAN P. CHAVERO
HRMO

Date:

November 23, 2021

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	Municipal Government Department Head I (Municipal Agriculturist)	068-A	24	69,394.00	Bachelor's degree in Agriculture or other allied courses, such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	Three (3) years acquired experience in agriculture or in a related field	Relevant RA 1080	N/A	Municipal Agriculture's Office, LGU-Palo
2	Municipal Agricultural Officer	070	20	43,401.00	Bachelor's degree in Agriculture or other allied courses, such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	8 hours of relevant training	2 years of relevant experience	Relevant RA 1080	N/A	Municipal Agriculture's Office, LGU-Palo
3	Accountant III	039-A	19	38,650.00	Bachelor's degree in Commerce/ Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080 (CPA)	N/A	Municipal Accountant's Office, LGU-Palo, Leyte
	X-X-X Nothing Follows 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 December 9, 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 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:

ALLAN P. CHAVERO

Human Resource Management Officer I

LGU-Palo, Leyte

allchavs@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.