

Republic of the Philippines  
**MGO SAN ISIDRO, 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 SAN ISIDRO, LEYTE in the CSC website:

*Cecille*  
CECILLE E. BUANTE  
HRMO

Date: January 13, 2023

| No. | Position Title<br>(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   | Revenue Collection Clerk I                             | 15                 | 5                      | 11,932.00      | Completion of 2 years studies in college | None required                | None required                 | Career Service (Sub Professional) First Level Eligibility | N/A                        | MTO                 |
| 2   | Livestock Inspector II                                 | 93                 | 8                      | 14,249.00      | Completion of 2 years studies in college | 4 hours of relevant training | 1 year of relevant experience | Career Service (Sub Professional) First Level Eligibility | N/A                        | MAO                 |
| 3   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 4   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 5   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 6   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 7   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 8   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 9   |  |                    |                        |                |  |                              |                               |   |                            |                     |
| 10  |  |                    |                        |                |  |                              |                               |   |                            |                     |

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 January 28, 2023.

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](http://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 position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, 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:

*Cecille*  
CECILLE E. BUANTE  
HRMO  
Bawod, San Isidro, Leyte  
[mishewcez03@gmail.com](mailto:mishewcez03@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

