

Republic of the Philippines  
**MGO SILAGO, SOUTHERN 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 SILAGO, SOUTHERN LEYTE in the CSC website:

  
JENITH S. ANAVESA  
HRMO

Date: January 24, 2024

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	Administrative Officer II (Human Resource Management Officer-I)	3	11	20,250.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligible		SILAGO SO. LEYTE	
2	Social Welfare Assistant	54	8	14,808.00	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligible		SILAGO SO. LEYTE	
3	Midwife I	58	9	21,211.00	Completion of the Midwifery Course	None Required	None Required	R.A. 1080(Midwifery Board)		SILAGO SO. LEYTE	
4	Midwife I	66-2023	9	21,211.00	Completion of the Midwifery Course	None Required	None Required	R.A. 1080(Midwifery Board)		SILAGO SO. LEYTE	
5	Agricultural Technician II	69	8	14,808.00	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligible		SILAGO SO. LEYTE	

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 8, 2024.

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 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:

**JENITH S. ANAVESA**  
HRMO-II  
LGU-SILAGO, SILAGO SOUTHERN LEYTE  
[anavesajenith@gmail.com](mailto:anavesajenith@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.