

Republic of the Philippines  
Province of Southern Leyte  
Municipality of Silago

**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, : Municipality of Silago in the CSC website:

  
JENITH S. ANAVESA  
HRMO

Date: January 26, 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	AGRICULTURAL TECHNOLOGIST	64	10	Ph15,164.00	Bachelor's degree in Agriculture or other allied courses	None required	None required	Relevant RA 1080		Silago Southern Leyte
2	LOCAL DRRM ASSISTANT	68	8	Ph13,129.00	Completion of two years in College	4 hours of relevant training	relevant experience on DRRM	Career Service Sub-Professional/1st level Eligibility		Silago Southern Leyte
3	SENIOR BOOKKEEPER	32	9	Ph14,088.00	Completion of two years in College	4 hours of relevant training	1 year of relevant experience	Career Service Sub-Professional/1st level Eligibility		Silago Southern Leyte
4	ADMINISTRATIVE AIDE VI (CLERK III)	39	6	Ph11,643.00	Completion of two years in College	None required	None required	Career Service Sub-Professional/1st level Eligibility		Silago Southern Leyte
5	MUNICIPAL HEALTH OFFICER	52	24	Ph85,074.00	Doctor of Medicine	None	3 years experience as medical practitioner	RA 1080		Silago Southern 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 15, 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](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.

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

HRMO  
(Position Title)  
LGU-SILAGO, SILAGO SOUTHERN LEYTE  
[anavesajenith@yahoo.com](mailto:anavesajenith@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.