

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

  
ODINAH C. MAJAM  
HRMO

Date: July 10, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Local Disaster Risk Reduction Management Officer II (LDRRMO II)	3	15	25633	Bachelor's Degree	Four (4) hours of relevant training on DRRM	One (1) year of relevant experience of DRRM	Career Service Professional / 2nd Level Eligibility	None	Office Of the Municipal Mayor, LGU - Tunga, 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 July 25, 2023.

- 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);
- Performance rating in the last rating period (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.
- 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:

**ENGR. REINBERT C. COSTELO**

Municipal Mayor

LGU - Tunga, Leyte

[lgutunga1949@gmail.com](mailto:lgutunga1949@gmail.com)

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