

Republic of the Philippines
MGO VICTORIA, NORTHERN SAMAR
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 VICTORIA, NORTHERN SAMAR in the CSC website:


REME T. DENTE
HRMO II

Date: February 20, 2023

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	Supervising Administrative Officer	2-1	22	48,974.00	Bachelor's degree relevant to the Job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Municipal Mayor's Office
2	Municipal Government Department Head I (Municipal Assessor I)	31	24	61,887.00	Bachelor's degree preferably in Civil or Mechanical Engineering, Commerce, or any related course	None Required	Three (3) years of experience in real property assessment work or in any related	RA 1080, as amended, (Real Estate Service)	N/A	Mun. Assessor's Office
3	Nurse I	34-1	15	35,097.00	Bachelor's of Science in Nursing	None Required	None Required	RA 1080, (Nurse)	N/A	Municipal Health Office

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 March 7, 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;
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 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 diverse sexual orientation, gender identity and expression (SOGIE).

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

HON. JOSE G. ARDALES
Municipal Mayor
Local Government Unit-Victoria, N. Samar
lguvictoria50@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.