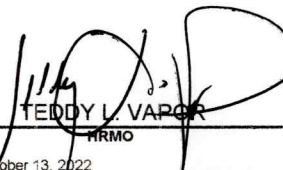


Republic of the Philippines
MGO VILLABA, LEYTE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO VILLABA, LEYTE in the CSC website:


TEDDY L. VAPORA
HRMO

Date: October 13, 2022


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 applicable) (if applicable)	
1	Assessment Clerk-III	111	9	16,322.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Office of the Municipal Assessor
2	Agriculturist- II	128	15	28,078.00	Bachelor's Degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	4 hours of relevant training	1 year of relevant experience	Relevant RA 1080	N/A	Office of the Municipal Agriculture
3	Local DRRM Officer-III	034	18	36,162.00	Bachelor's Degree	8 hours of relevant training on DRRM	2 years of relevant experience on DRRM	Career Service Professional/ 2nd Level Eligibility	N/A	Office of the Municipal Mayor
4	Administrative Aide-I (Utility Worker-I)	025	1	10,014.00	Must be able to read and write	None required	None required	None required MC11,S.96-Cat. III	N/A	Office of the Municipal Mayor

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 October 31, 2022

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.

"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 experience (SOGIE)".

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


ENGR. CARLOS G. VELOSO
Municipal Mayor
LGU-VILLABA, LEYTE
carlosveloso6556@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.