

**Republic of the Philippines**  
**PROVINCIAL GOVERNMENT OF EASTERN 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 PROVINCIAL GOVERNMENT OF EASTERN SAMAR in the CSC website:

  
**HON. BEN P. EVARDONE**

Governor

Date: December 4, 2019

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 Tourism Operations Officer	1-a	22	62,053.00	Bachelor's degree in tourism, business, law, economics, marketing, public administration or other related fields	DOT specific and mandatory trainings such as but not limited to the following:  <ul style="list-style-type: none"> <li>● Tourism Awareness and Capability Building Seminar for LGU's.</li> <li>● Seminar on Disaster Risk Reduction and Management</li> <li>● Basic Tourism Statistics Training (BTST).</li> <li>● Local Tourism Guidebook Orientation and;</li> <li>● Seminar on Gender and Development Orientation.</li> </ul>	3 years of work experience and involvement in the tourism industry either in the private sector or the government	Career Service (Professional)/Second Level Eligibility		Provincial Governor's Office
2	Watchman I	219	2	11,173.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial General Services Office

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3	Provincial Government Assistant Department Head	1-a	24	79,236.00	Master's degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention undertaken within the last 5 years	4 years of supervisory/management experience	Career Service Professional/Second Level Eligibility	Leadership Competencies (CSC MC # 5, s. 2016)  ●Building collaborative and inclusive working relationships ●Managing performance and coaching for results ●Leading change ●Thinking strategically and creatively ●Creating and nurturing a high performing organization	Human Resource Management Office
4	Construction & Maintenance Man	37-g	2	11,173.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Engineering Office
5	Nursing Attendant I	7-2	4	12,553.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Gen. MacArthur Municipal Hospital
6	Nursing Attendant I	24-1	4	12,553.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Albino M. Duran Memorial Hospital
7	Nursing Attendant I	29-11	4	12,553.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Felipe Abrigo Memorial Hospital
8	Nursing Attendant I	10-2	4	12,553.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Homonhon Island Community Hospital
9	Nursing Attendant I	45-19	4	12,553.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)		Eastern Samar Provincial Hospital
10	Administrative Aide I (Utility Worker I)	19-b	1	10,515.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III)		Provincial Engineering 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 5 days prior to the start of the assessment process.

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);
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:

BERLINDO N. MORALLOS, JR.

HRMO

Provincial Capitol, Borongan City, Eastern Samar

[esamar.hrmo@gmail.com](mailto:esamar.hrmo@gmail.com)

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