

Republic of the Philippines
(Provincial Government of 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 Provincial Government of Leyte in the CSC website:


RHODORA G. BONIFACIO

HRMO

Date: February 7, 2020

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	Electrician II	18	6	P14,847.00	Completion of relevant 2 years studies in college or High School Graduate or completion of relevant Vocational Trade Course	8 hours relevant training	2 years relevant experience	Electrician (MC 10, s.2013-Cat. II)		Northwestern Leyte District Hospital
2	Mechanic II	87	6	P14,847.00	High School Graduate or Completion of Relevant Vocational/Trade Course	None required	None required	None required (MC 10 s. 2013-Cat.II)		Provincial Engineer's Office
3	Mechanic II	89	6	P14,847.00	High School Graduate or Completion of Relevant Vocational/Trade Course	None required	None required	None required (MC 10 s. 2013-Cat.II)		Provincial Engineer's Office
4	Mechanic II	85	6	P14,847.00	High School Graduate or Completion of Relevant Vocational/Trade Course	None required	None required	None required (MC 10 s. 2013-Cat.II)		Provincial Engineer's Office
5	Security Guard II	50	5	P13,481.00	High School Graduate	None Required	None Required	Security Guard License (MC 10 s. 2013-Cat. IV)		Provincial Governor's Office
6	Security Guard II	34	5	P13,481.00	High School Graduate	None Required	None Required	Security Guard License (MC 10 s. 2013-Cat. IV)		Provincial Engineer's Office
7	Administrative Aide III (Utility Worker II)	79	3	P12,466.00	Must be able to read and write	None required	None required	None required (MC 10, s.2013-CAT. III)		Abuyog District Hospital
8	Community Affairs Officer III	23	19	P40,637.00	Bachelor's Degree	8 Hours relevant training	2 Years relevant experience	Career Service (Professional) 2nd Level Eligibility		Provincial Governor's Office
9	Administrative Aide VI (Storekeeper II)	50	5	P14,847.00	Completion of two years studies in College	None required	None required	Career Service (Sub-Professional) First Level Eligibility		Provincial Treasurer's 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 February 25, 2020

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.

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

RHODORA G. BONIFACIO

SAO/HRMO

Senator Enage St., Tacloban City

rhodora123@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.