

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: March 29, 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 (if applicable) | |
| 1 | Provincial Government Department Head (Provincial Treasurer) | 1 | 26 | P111,742.00 | Bachelor's degree preferably in Commerce, Public Administration or Law | None | 5 years experience in treasury or accounting service | First grade or its equivalent | | Provincial Treasurer's Office |
| 2 | Provincial Government Assistant Department Head (Assistant Provincial Treasurer) | 2 | 24 | P86,742.00 | Bachelor's degree preferably in Commerce, Public Administration or Law | None | 5 years experience in treasury or accounting service | First grade or its equivalent | | Provincial Treasurer's Office |
| 3 | Tax Mapper II | 36 | 15 | P33,575.00 | Bachelor's degree relevant to the job | 1 year of relevant training | 4 hours of relevant experience | Career Service (Professional) 2nd Level Eligibility | | Provincial Assessor's Office |
| 4 | Nurse I | 35 | 15 | P33,575.00 | Bachelor of Science in Nursing | None required | None required | RA 1080 | | Carigara District Hospital |
| 5 | Nurse II | 38 | 16 | P36,628.00 | Bachelor of Science in Nursing | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Burauen District Hospital |

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 April 13, 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.

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

RHODORA G. BONIFACIO

SAO/HRMO

Provincial Government of Leyte

Senator Enage St., Tacloban City
rhodorabonifacio@yahoo.com/lesliepaglinawan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.