

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: April 23, 2021

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 Assistant Department Head	2	24	P85,074.00	Masteral degree	24 hours of training in management and supervision	4 years in position involving management and supervision	RA 1080		Provincial Engineer'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 May 8, 2021.

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);
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  
[rgohr123@gmail.com](mailto:rgohr123@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.