

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

Date: July 25, 2023

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	P90,078.00	Bachelor's degree	24 hours of training in management and supervision	4 years in position involving management and supervision	Career Service (Professional) 2nd Level Eligibility		Provincial Engineer's Office
2	Project Development Officer III	14	18	P46,725.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) 2nd Level Eligibility		Provincial Planning and Development Office
3	Local Treasury Operations Officer III	15	18	P46,725.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) 2nd Level Eligibility		Provincial Treasurer's Office
4	Construction and Maintenance General Foreman	148	11	P20,179.00	High School Graduate	8 hours relevant training	2 years relevant experience	None required (MC 10, s. 2013-Cat. III)		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 August 9, 2023

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.
5. 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).

QUALIFIED APPLICANTS are advised to address their application to **GOVERNOR CARLOS JERICO L. PETILLA** and hand in or send through courier/email to:

**Rhodora G. Bonifacio**  
 SAO/HRMO  
 Provincial Government of Leyte  
 West Bypass Road, Palo, Leyte  
[rhodorabonifacio@yahoo.com](mailto:rhodorabonifacio@yahoo.com)/[tesliepaglinawan@gmail.com](mailto:tesliepaglinawan@gmail.com)