

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: July 29, 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	Medical Specialist II	58	23	P73,811.00	Doctor Of Medicine	4 Hours relevant training	1 Year relevant experience	R.A. 1080		Ormoc District Hospital
2	Medical Officer III	40	21	P57,805.00	Doctor of Medicine	None required	None required	RA 1080		Western Leyte Provincial Hospital, Baybay City
3	Medical Technologist II	85	15	P30,531.00	Bachelor's Degree In Medical Technology or Bachelor's Degree In Public Health	4 Hours relevant training	1 Year relevant experience	R.A. 1080		Northwestern Leyte District Hospital, Calubian, Leyte
4	Farm Worker I	39	2	P11,761.00	Elementary School Graduate	None required	None required	None required (MC10 s. 2013-Cat. III)		Office of the Provincial Agriculturist (Devolved)
5	Nursing Attendant I	44	4	P13,214.00	Elementary School Graduate	None required	None required	None required (MC10 s. 2013-Cat. III)		Carigara District Hospital
6	Administrative Officer I (Supply Officer I)	7	10	P19,233.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) 2nd Level Eligibility		Provincial Assessor's Office
7	Assistant Statistician	8	9	P17,975.00	Completion of relevant 2 years studies in college	4 Hours relevant training	1 Year relevant experience	CSC Sub-Professional 1st Level Eligibility		Provincial Assessor's Office
8	Assessment Clerk II	10	6	P14,847.00	Completion of two years studies in college	None required	None required	CSC Sub-Professional 1st Level Eligibility		Provincial Assessor's Office
9	Administrative Aide VI (Storekeeper II)	24	6	P14,847.00	Completion of two years studies in College	None required	None required	Career Service (Sub-Professional) First Level Eligibility		Provincial Engineer's Office
10	Midwife IV	83	15	P30,531.00	Completion of Midwifery Course	16 Hours relevant training	3 Years relevant experience	R.A. 1080		Provincial Health Office

11	Administrative Aide III (Utility Worker II)	10	3	P12,466.00	Must be able to read and write	None required	None required	None required (MC 10, s.2013-CAT. III)		Hilongos District Hospital
12	Nursing Attendant I	44	4	P13,214.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013-Cat.III)		Carigara District Hospital
13	Local Treasury Operations Officer II	6	15	P30,531.00	Bachelor's Degree	4 Hours relevant training	1 Year relevant experience	Career Service (Professional) 2nd Level Eligibility		Provincial Treasurer's Office
14	Administrative Assistant II (Disbursing Officer II)	36	8	P16,758.00	2 years studies in college	4 Hours relevant training	1 Year relevant experience	CSC Sub-Professional 1st Level Eligibility		Provincial Treasurer's Office
15	Administrative Officer I (Supply Officer I)	45	10	P19,233.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) 2nd Level Eligibility		Provincial Governor's Office
16	Administrative Officer II (HRMO I)	24	11	P20,754.00	Bachelor's Degree	None required	None required	Career Service (Professional) 2nd Level Eligibility		Provincial Governor'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 13, 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
rhgohr123@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.