

Republic of the Philippines
(Provincial Government of Leyte)
Request for Publication of Vacant Positions

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: Nov. 12, 2020

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)	
Nursing Attendant I	56	4	P13,807.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013-Cat. III)		Leyte Provincial Hospital
Supervising Administrative Officer (Budget Officer IV)	2	22	P66,867.00	Bachelor's degree relevant to the job	16 Hours relevant training	3 years relevant experience	Career Service (Professional) 2nd Level Eligibility		Provincial Budget Office
Sanitation Inspector II	75	8	P17,505.00	Completion of relevant 2 years studies in college	4 Hours relevant training	1 year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		Burauen District Hospital
Administrative Officer IV (Management and Audit Analyst II)	35	15	P32,053.00	Bachelor's degree relevant to the job	4 Hours relevant training	1 year relevant experience	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 November 27, 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

rhodora.bonifacio@yahoo.com / lesliepaglinawan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.