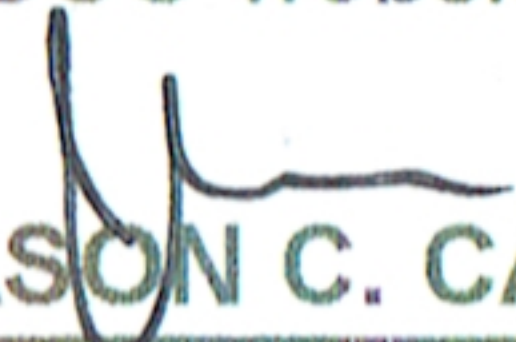


Republic of the Philippines  
Provincial Government of Southern Leyte  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:

  
JASON C. CALVA

Provincial Administrator

Date: \_\_\_\_\_

| No | Position Title<br>(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 III                                | 426, 429                            | 23/1                   | 73,811.00      | Doctor of Medicine  | 8 hours of relevant training  | 2 years of relevant experience                               | RA 1080 (Physician) |                            | SOYMPH              |
| 2  | NURSE VI  | 451                                 | 22/1                   | 65,319.00      | Bachelor of Science in Nursing with at least 9 units in Management course at the graduate level | 16 hours of relevant training | 3 years experience in general nursing service administration | RA 1080 (Nurse)     |                            | SOYMPH              |
| 3  | NURSE I   | 478,481,482,483,484,485,486,487,488 | 10/1                   | 19,233.00      | Bachelor of Science in Nursing  | None Required                 | None Required  | RA 1080 (Nurse)     |                            | SOYMPH              |

|   |   |             |      |           |                                |                              |                                |  |  |                         |
|---|---|-------------|------|-----------|--------------------------------|------------------------------|--------------------------------|--|--|-------------------------|
| 4 | ADMINISTRATIVE OFFICER V (ADMINISTRATIVE OFFICER III) | 499         | 18/1 | 40,637.00 | Bachelor's degree              | 8 hours of relevant training | 2 years of relevant experience | Career Service (Professional) Second Level Eligibility |  | SOYMPH                  |
| 5 | ADMINISTRATIVE OFFICER IV (HRMO II)                   | 501         | 15/1 | 30,531.00 | Bachelor's degree              | 4 hours of relevant training | 1 year of relevant experience  | Career Service (Professional) Second Level Eligibility |  | SOYMPH                  |
| 6 | ADMINISTRATIVE OFFICER I (CASHIER I)                  | 505         | 10/1 | 19,233.00 | Bachelor's degree              | None Required                | None Required                  | Career Service (Professional) Second Level Eligibility |  | SOYMPH                  |
| 7 | NURSE I   | 670,672,673 | 10/1 | 19,233.00 | Bachelor of Science in Nursing | None Required                | None Required                  | RA 1080 (Nurse)  |  | SOGOD 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 \_\_\_\_\_.

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 present position for one (1) year (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:

***Sheila S. Hatayna***

HRMO II

HR Office Provincial Capitol Bldg.,  
Asuncion, Maasin City, Southern Leyte 6600

(E-mail Address)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**