

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:


JOSELITO E. RABI

HRMO II-Designate

Date:

June 9, 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	Administrative Assistant II (Social Welfare Assistant)	226	8/1	15,082.00	Completion of two years study in college	4 hrs. relevant training	1 year relevant experience	CS-Sub-Prof. First Level Eligibility		PSWDO
2	Social Welfare Officer II	228,229	15/1	27,478.00	Bachelor's Degree in Social Work	4 hrs. relevant training	1 year of relevant experience	RA 1080 (Social Worker)		PSWDO
3	Social Welfare Officer I	230,231	11/1	18,679.00	Bachelor's Degree in Social Work	None Required	None Required	RA 1080 (Social Worker)		PSWDO
4	Administrative Aide VI (Storekeeper II)	233	6/1	13,362.00	Completion of two years study in college	None Required	None Required	CS-Sub-Prof. First Level Eligibility		PSWDO
5	Administrative Aide III (Utility Worker II)	235	3/1	11,219.00	Must be able to read and write	None Required	None Required	None required (MC 11,s.96-Cat. III)		PSWDO

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 _____.

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:

Joselito E. Rabi

HRMO II-Designate

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

(E-mail Address)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

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Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Provincial Government of Southern Leyte in the CSC website:

CHRISTOPHERSON M. YAP
(Head of Agency)

Date: June 2, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	44	3/1	11,219.00	Must be able to read and write	None Required	None Required	None Required (MC 11,s.96 – Cat. III, as amended)		Vice 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 _____.

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 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:

Marietta S. Ravago
Administrative Officer IV
Legislative Bldg. Provincial Capitol Bldg.,
Asuncion, Maasin City, Southern Leyte
6600
(E-mail Address)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.