

CS Form No. 9
Series of 2018

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

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:

Salon - Hatayna
SHEILA S. HATAYNA
HRMO II

Date:

July 8, 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	Agricultural Technologist	280	10/1	17,310.00	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None Required	None Required	Relevant RA 1080 (Agriculturist, Agricultural Engineer, Fisheries Technologist and Veterinarian, depending on the functions, duties and responsibilities as indicated in the Position Description Form)		PVSO
2	Administrative Officer I	282	10/1	17,310.00	Bachelor's Degree	None Required	None Required	CS-Prof. Second Level Eligibility		PVSO
3	Farm Supervisor	283	8/1	15,082.00	High School Graduate	4 hrs. of relevant training	1 year of relevant experience	None required (MC 11,s.96-Cat. III)		PVSO

4	Livestock Inspector I	284	6/1	13,362.00	Completion of 2 years studies in college	None Required	None Required	CS-Sub-Prof. First Level Eligibility		PVSO
5	Animal Keeper I	285, 286	4/1	11,893.00	Must be able to read and write	None Required	None Required	CS-Sub-Prof. First Level Eligibility		PVSO
6	Farm Worker II	287	4/1	11,893.00	Elementary School Graduate	None Required	None Required	None required (MC 11,s.96-Cat. III)		PVSO
7	Administrative Aide II (Farm Worker I)	288, 292	2/1	10,585.00	Elementary School Graduate	None Required	None Required	None required (MC 11,s.96-Cat. III)		PVSO
8	Provincial Government Department Head I (Provincial Accountant)	132	26/1	96,700.00	Bachelor's degree in Commerce/Business Administration major in Accounting	None	5 years experience in the treasury or accounting service	RA 1080 (CPA)		PAIASO

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:

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.