

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:

Sheila S. Hatayna
SHEILA S. HATAYNA

HRMO II

Date: July 8, 2021

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 Officer IV	619	22/1	66,867.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		Pintuyan District Hospital
2	Medical Technologist II	623,624	15/1	32,053.00	Bachelor's degree in Medical Technology or	4 hours of relevant training	1 year of relevant experience	RA 1080 (Medical Technologist)		Pintuyan District Hospital
3	Radiologic Technologist II	627	10/1	20,219.00	Bachelor's degree in Radiologic Technology	None required	None required	RA 1080 (Radiologic Technologist)		Pintuyan District Hospital
4	Medical Equipment Technician II	628	8/1	17,505.00	Completion of two years studies in college or completion of relevant medical laboratory technician course	4 hours of relevant training	1 year of relevant experience	Equipment Technician (MC 11, s.96-Cat.II, as amended)		Pintuyan District Hospital

5	Administrative Aide III (Cook I)	632	3/1	13,019.00	Elementary school graduate	None required	None required	None required (MC 11, s.96-Cat.III as amended)		Pintuyan District Hospital
6	Nursing Attendant II	640	6/1	14,847.00	Elementary school graduate	None required	None required	None required (MC 11, s.96-Cat.III as amended)		Pintuyan District Hospital
7	Nursing Attendant I	641	4/1	13,214.00	Elementary school graduate	None required	None required	None required (MC 11, s.96-		Pintuyan District Hospital
8	Nurse I	764	10/1	20,219.00	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)		Pintuyan District Hospital
9	Administrative Assistant III (Senior Bookkeeper)	645	9/1	18,784.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First level eligibility		Pintuyan District Hospital
10	Storekeeper II	647	6/1	15,524.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First level eligibility		Pintuyan District Hospital
11	Cash Clerk II	765	6/1	15,524.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First level eligibility		Pintuyan District Hospital

12	Administrative Aide I (Utility Worker I)	652,653	1/1	11,551.00	Must be able to read and write	None required	None required	None required (MC 11, s.96-Cat.III as amended)	Pintuyan District Hospital
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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:

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.