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Republic of the Philippines
MGO SILVINO LOBOS, NORTHERN SAMAR
 Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO SILVINO LOBOS, NORTHERN SAMAR in the CSC website:

 NORMA B. TENEDERO
 HRMO
 Date: _____ June 27, 2024

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	Supervising Labor and employment Officer	MMO-20	22	53633	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second level Eligibility	N/A	Mayor's Office
2	Sports and Games Inspector I	MMO-21	6	13165	Completion of two years studies in College	none required	none required	Career Service (Subprofessional) First level Eligibility	N/A	Mayor's Office
3	Project Development Officer I	MPDO-4	11	20250	Bachelor's Degree relevant to the Job	none required	none required	Career Service (Professional) Second level Eligibility	N/A	MPDC
4	Environmental Management Specialist I	MENRO-3	11	20250	Bachelor's Degree relevant to the Job	none required	none required	Career Service (Professional) Second level Eligibility	N/A	MENRO
5	Engineer I	MEO-8	12	21874	Bachelor's Degree in Engineering relevant to the Job	none required	none required	RA1080 (Electrical Engineer)	N/A	Engineering Office
6	Administrative Aide IV (Bookbinder II)	MACTO-4	4	11690	Elementary School Graduate	none required	none required	none required (MC 11, s. 96, Cat-III as amended by MC 10, s. 2013 cat. III)	N/A	Accounting Office

7	Administrative Assistant V	MACTO-5	11	20250	*Must be able to read and write/Elementary School Graduate **High School Graduate or Completion of relevant vocation/trade course ***Completion of two-year studies in college or High School Graduate with relevant Vocational/trade course	8 hours of relevant training	2 years of relevant experience	Relevant MC 11, s. 1996 Career Service (Sub-professional) First Level Eligibility	N/A	Accounting Office
8	Social Welfare Assistant	MSWDO-10	8	14808	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First level Eligibility	N/A	DSWD Office
9	Agriculturist II	MAO-5	15	27464	Bachelor's Degree in Agriculture or other Allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	4 hours of relevant training	1 year of relevant experience	Relevant RA 1080 Agriculturist, Agricultural Engineer, Fisheries Technologist and Veterinarian, depending on the functions, duties and responsibilities as indicated in the Position Form.	N/A	Agriculture Office
10	Administrative Assistant (Clerk IV)	SBO-18	8	14808	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First level Eligibility	N/A	SB Office
11	Municipal Government Department Head I (Local Disaster Risk Reduction and Management Officer)	LDRRMO-1	24	67559	Bachelor's Degree	24 hours of training in Management and supervision on DRRM	4 years in position involving management and supervision, 1 year of which is relevant to DRRM	Career Service (Professional) Second level Eligibility	N/A	LDRRM 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 July 12, 2024

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.

5. The LGU-Silvino Lubos opens this published vacant positions to all interested and qualified applicants regardless of gender, civil status, religion, and ethnicity including persons with disability

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

NORMA B. TENEDERO

AO IV (HRMO-II)

LGU Silvino Lubos N. Samar

jgustilvino lubos67@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.