

Republic of the Philippines
MGO CALUBIAN, LEYTE
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 CALUBIAN, LEYTE in the CSC website:

BERNADETTE C. MENDOZA
HRMO-DESIGNATE

Date: MAY 18, 2023

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	
1	SOCIAL WELFARE OFFICER II	57-A	15	27 464.00	Bachelor's degree in Social Work	4 hours of relevant training	1 year of relevant experience	R.A. 1080 (SOCIAL WORKER)	OFFICE OF THE MUNICIPAL SOCIAL WELFARE DEVELOPMENT
2	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUNICIPAL HEALTH OFFICER)	48	24	90 078.00	Doctor of Medicine	None	3 years experience as medical practitioner	R.A 1080	OFFICE OF THE MUNICIPAL HEALTH

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 June 2, 2023.

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. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender, identity and expression (SOGIE).

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

BERNADETTE C. MENDOZA

HRMO-Designate

LGU Calubian, Leyte

badettehend@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.