

Republic of the Philippines
SILAY CITY LOCAL GOVERNMENT UNIT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Silay City in the CSC website:



MARK ANDREW ARTHUR J. GOLEZ

City Mayor

Date: August 29, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Security Guard III	CM-20	8	175,848	High School Graduate	4 hours relevant Training	1 year relevant Experience	Security Guard License (MC10,s.2013-Cat. IV)		City Mayor's Office, Silay City, Negros Occidental
2	Security Guard II (2)	CE-20 & 22	5	145,596	High School Graduate	None Required	None Required	Security Guard License (MC10,s.2013-Cat. IV)		City Engineer's Office, Silay City, Negros Occidental
3	Revenue Collection Clerk II	CT-31	7	164,748	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Treasurer's Office, Silay City, Negros Occidental
4	Disbursing Officer II	CT-50	8	175,848	Completion of 2 years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub. Professional		City Treasurer's Office, Silay City, Negros Occidental
5	Statistician II	CP-16	15	313,308	Bachelor's Degree relevant to the Job	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Planning & Devt. Office, Silay City, Negros Occidental
6	Public Health Nurse I	CH-17	12	239,208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		City Health Office, Silay City, Negros Occidental
7	Clerk II	CE-7	4	136,884	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Engineer's Office, Silay City, Negros Occidental
8	Electrical Inspector I	CE-99	6	154,872	High School Graduate or completion of relevant Vocational/Trade Course	None Required	None Required	Electrician (Bldg. Wiring) MC10,s2013 Cat.II		City Engineer's Office, Silay City, Negros Occidental
9	Recreation & Welfare Services Officer III	CM-105	15	313,308	Bachelor's Degree	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Mayor's Office, Silay City, Negros Occidental
10	Clerk II	CR-10	4	136,884	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Civil Registrar's Office, Silay City, Negros Occidental
11	Clerk III	CH-04	6	154,872	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Health Office, Silay City, Negros Occidental
12	Medical Officer V	CH-08	22	634,140	Doctor of Medicine	4 hours relevant Training	1 year relevant Experience	RA 1080		City Health Office, Silay City, Negros Occidental

13	Administrative Officer III	CE-03	18	411,324	Bachelor's Degree	8 hours relevant Training	2 years relevant Experience	CS-Professional		City Engineer's Office, Silay City, Negros Occidental
14	Lineman II	CE-101	5	145,596	High School Graduate or Completion of relevant Vocational/Trade Course	None Required	None Required	Electric Power Lineman (MC10,s2013, Cat. II)		City Engineer's Office, Silay City, Negros Occidental
15	Agricultural Technologist	DA-08	10	202,152	Bachelor's Degree relevant to the Job	None Required	None Required	RA-1080		Dept. of Agriculture Office, Silay City, Negros Occidental
16	Clerk II	CM-124	4	136,884	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Mayor's Office, Silay City, Negros Occidental
17	Information Officer II	CM-76	15	313,308	Bachelor's Degree	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Mayor's Office, Silay City, Negros Occidental
18	Environmental Management Specialist II	CM-112	15	313,308	Bachelor's Degree relevant to the Job	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Mayor's Office, Silay City, Negros Occidental
19	Local DRRM Officer II (2)	CM-118 & 119	15	313,308	Bachelor's Degree	4 hours relevant Training on DRRM	1 year relevant Experience on DRRM	CS-Professional		City Mayor's Office, Silay City, Negros Occidental
20	Budgeting Assistant	CB-07	8	175,848	Completion of 2 years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub. Professional		City Budget Office, Silay City, Negros Occidental
21	Accounting Clerk III	CA-08	8	175,848	Completion of 2 years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub. Professional		City Accountant's Office, Silay City, Negros Occidental
22	Accountant I	CA-13	11	239,208	Bachelor's Degree in Commerce/ Business Administration	None Required	None Required	RA 1080		City Accountant's Office, Silay City, Negros Occidental
23	Local Treasury Operations Officer IV	CT-15	22	634,140	Bachelor's Degree	16 hours relevant Training	3 years relevant Experience	CS-Professional		City Treasurer's Office, Silay City, Negros Occidental
24	Midwife I (2)	CH-32 & CH-33	6	154,872	Completion of Midwifery Course	None Required	None Required	RA 1080		City Health Office, Silay City, Negros Occidental
25	Draftsman III	CE-28	11	217,932	Completion of 2 years studies in College/ High School Graduate w/ relevant Vocational/Trade Course	8 hours relevant Training	2 years relevant Experience	CS-Sub Professional/Draftsman or Illustrator (MC 10, s2013 Cat. II)		City Engineer's Office, Silay City, Negros Occidental
26	Clerk III	CT-14	6	154,872	Completion of 2 years studies in College	None Required	None Required	CS-Sub. Professional		City Treasurer's Office, Silay City, Negros Occidental
27	Zoning Officer II	CP-09	15	313,308	Bachelor's Degree relevant to the Job	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Planning & Devt. Office, Silay City, Negros Occidental
28	Meat Inspector II (2)	CV-02 & 03	8	175,848	Completion of 2 years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub Professional		City Veterinarian's Office, Silay City, Negros Occidental
29	Electrician I	CE-110	4	136,884	High School Graduate or Completion of relevant Vocational/Trade Course	None Required	None Required	Electrician (Bldg. Wiring) MC10,s2013 Cat.II)		City Engineer's Office, Silay City, Negros Occidental
	<i>-Nothing Follows-</i>									

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

August 20, 2018.

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:

HON. MARK ANDREW ARTHUR J. GOLEZ

City Mayor

Silay City Hall, Zamora St., Silay City

silacitygovernment_hrmp@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

