

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: June 21, 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	Clerk III (2)	CM-49 & CM-80	6	154,872.00	Completion of two yrs. Studies in College	None Required	None Required	CS-Sub. Professional		City Mayor's Office-MKT.
2	Labor & Employment Officer II	CM-100	13	261,624.00	Bachelor's Degree	None Required	None Required	CS-Professional		City Mayor's Office
3	Clerk II	CM-123	4	136,884.00	Completion of two yrs. Studies in College	None Required	None Required	CS-Sub. Professional		City Mayor's Office
4	Utility Worker II	CM-135	3	128,676.00	Must be able to read and write	None Required	None Required	None Required		City Mayor's Office-MKT.
5	Cashier III	CT-47	18	411,324.00	Bachelor's Degree	8 hours relevant Training	2 years relevant Experience	CS-Professional		City Treasurer's Office
6	Clerk II	SP-17	4	136,884.00	Completion of two yrs. Studies in College	None Required	None Required	CS-Sub. Professional		Sangguniang Panlungsod Ofc.
7	Utility Worker II	CH-06	3	128,676.00	Must be able to read and write	None Required	None Required	None Required		City Health Office
8	Midwife III	CH-28	11	217,932.00	Completion of Midwifery Course	8 hours relevant Training	2 years relevant Experience	RA 1080		City Health Office
9	Midwife I	CH-33	6	154,872.00	Completion of Midwifery Course	None Required	None Required	RA 1080		City Health Office
10	Sanitation Inspector II	CH-47	8	175,848.00	Completion of two yrs. Studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub. Prof.		City Health Office
11	Reproduction Machine Operator II	CE-19	4	136,884.00	Elementary School Graduate	None Required	None Required	None Required		City Engineer's Office
12	Laborer II	CE-85	3	128,676.00	Must be able to read and write	None Required	None Required	None Required		City Engineer's Office
13	Electrician I	CE-109	4	136,884.00	High School Graduate/Completion of relevant Vocational/Trade Course	None Required	None Required	MC10,2013 Cat. II		City Engineer's Office

14	Mechanic III	CE-122	9	188,712.00	High School Graduate/Completion of relevant Vocational/Trade Course	4 hours relevant Training	1 year relevant Experience	MC10,2013 Cat. II		City Engineer's Office
15	Local Assessment Operations Officer IV	CAS-10	22	634,140.00	Bachelor's Degree	16 hours relevant Training	3 years relevant Experience	CS-Professional		City Assessor's Office
16	Buyer II	GS-13	6	154,872.00	Completion of two yrs. Studies in College	None Required	None Required	CS-Sub. Prof.		General Services Office
17	Utility Worker II	GS-65	3	128,676.00	Must be able to read and write	None Required	None Required	None Required		General Services Office
18	-Nothing Follows-									

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 11, 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.