

Republic of the Philippines
SILAY CITY LOCAL GOVERNMENT UNIT
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 Silay City Local Government Unit in the CSC website:


YURI JAN D. JARDER
Officer-in-Charge, HRMO

Date: July 3, 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	Competency (if applicable)	
1	Community Affairs Officer II	PE-09	15	32,957.00	Bachelor's Degree	4 hours relevant Training	1 year relevant Experience	CS-Professional		Public Employment Service Office, Silay City, Neg. Occ.
2	Revenue Collection Clerk II	CT-32	7	16,758.00	Completion of two yrs. studies in College	None Required	None Required	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.
3	Administrative Assistant II (Disbursing Officer II)	CT-51	8	17,770.00	Completion of two years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.
4	Local Treasury Operations Officer III	CT-16	18	42,053.00	Bachelor's Degree	8 hours relevant Training	2 years relevant Experience	CS-Professional		City Treasurer's Office, Silay City, Neg. Occ.
5	Revenue Collection Clerk II	CT-29	7	16,758.00	Completion of two yrs. studies in College	None Required	None Required	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.
6	Administrative Aide VI (Cash Clerk II)	CT-45	6	15,798.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.
7	Administrative Aide IV	CP-04	4	14,027.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Planning & Devt. Office, Silay City, Neg. Occ.
8	Statistician Aide	CP-17	4	14,027.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Planning & Devt. Office, Silay City, Neg. Occ.
9	Administrative Aide III	CM-65	3	13,210.00	Must be able to read and write	None Required	None Required	None Required		City Mayor's Office, Silay City, Neg. Occ.
10	Administrative Officer I	CT-04	10	20,858.00	Bachelor's Degree relevant to the Job	None Required	None Required	CS-Professional		City Treasurer's Office, Silay City, Neg. Occ.
11	Administrative Officer III	CM-71	14	30,459.00	Bachelor's Degree relevant to the Job	4 hours relevant Training	1 year relevant Experience	CS-Professional		City Mayor's Office, Silay City, Neg. Occ.
12	Administrative Aide IV	GS-05	4	14,027.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		General Services Office, Silay City, Neg. Occ.
13	Registration Officer I	CR-08	10	20,858.00	Bachelor's Degree	None Required	None Required	CS-Professional		City Civil Registrar's Office, Silay City, Neg. Occ.
14	Population Program Worker II	CR-14	7	16,758.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Civil Registrar's Office, Silay City, Neg. Occ.