

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:


PACITA L. CAILE

Officer-in-Charge, HRMO

Date: January 30, 2019

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	Clerk III (2)	CM-49 & CM-80	6	13,362.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		Cit Mayor's Office, Silay City, Negros Occidental
2	Labor & Employment Officer II	CM-100	13	22,709.00	Bachelor's Degree	None Required	None Required	CS-Professional		Cit Mayor's Office, Silay City, Negros Occidental
3	Clerk II	CM-123	4	11,893.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		Cit Mayor's Office, Silay City, Negros Occidental
4	Mechanic III	CE-122	9	16,178.00	High School Graduate/Completion of relevant Vocational/Trade Course	4 hours relevant Training	1 year relevant Experience	MC 10, s.2013-Cat. II		City Engineer's Office, Silay City, Negros Occidental
5	Buyer II	GS-13	6	13,362.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		General Services Office, Silay City, Negros Occidental
6	Local Assessment Operations Officer IV	CAS-10	22	58,787.00	Bachelor's Degree	16 hours relevant Training	3 years relevant	CS-Professional		City Assessor's Office, Silay City, Negros Occidental
7	Utility Worker II	CM-134	3	11,219.00	Must be able to read and write	None Required	None Required	None Required		City Mayor's Office, Silay City, Negros Occidental
8	Market Inspector II	CM-128	8	15,082.00	Completion of two years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub Professional		City Mayor's Office, Silay City, Negros Occidental
	-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

February 21, 2019.

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.

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

MRS. PACITA L. CAILE

Officer-in-Charge, HRMO

Silay City Hall, Zamora St., Silay City

silaycitygovernment_hrmp@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.