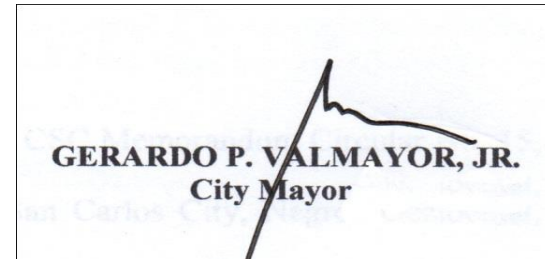


Republic of the Philippines
Province of Negros Occidental
City of San Carlos
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU San Carlos in the CSC website:



GERARDO P. VALMAYOR, JR.
City Mayor

San Carlos City, Negros Occidental
Date: November 10, 2017

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	Administrative Aide II	10	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		ADMIN, LGU-SanCarlos,NegOcc.
2	Computer Operator I	17	7	168,552.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional) Data Encoder		ADMIN, LGU-SanCarlos,NegOcc.
3	Electronics and Communications Equipment Technician I	18	6	157,896.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician		ADMIN, LGU-SanCarlos,NegOcc.
4	Audio-Visual Aids Technician I	19	6	157,896.00	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Audio-Visual Equipment Operator/Technician		ADMIN, LGU-SanCarlos,NegOcc.
5	Livestock Inspector I	3	6	157,896.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		AGRI, LGU-SanCarlos,NegOcc.
6	Administrative Aide II	4	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.

7	Livestock Inspector I	5	6	157,896.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		AGRI, LGU-SanCarlos,NegOcc.
8	Administrative Aide II	6	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
9	Farm Worker I	8	2	121,608.00	Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
10	Farm Worker I	10	2	121,608.00	Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
11	Farm Superintendent II	13	15	314,244.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		AGRI, LGU-SanCarlos,NegOcc.
12	Farm Worker I	18	2	121,608.00	Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
13	Administrative Aide II	22	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
14	Administrative Officer II	24	15	314,244.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		AGRI, LGU-SanCarlos,NegOcc.
15	Administrative Aide II	29	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		AGRI, LGU-SanCarlos,NegOcc.
16	Driver I	32	3	129,816.00	Elementary School Graduate	None Required	None Required	Professional Driver's License		AGRI, LGU-SanCarlos,NegOcc.
17	Driver I	33	3	129,816.00	Elementary School Graduate	None Required	None Required	Professional Driver's License		AGRI, LGU-SanCarlos,NegOcc.
18	Driver I	34	3	129,816.00	Elementary School Graduate	None Required	None Required	Professional Driver's License		AGRI, LGU-SanCarlos,NegOcc.
19	Driver I	35	3	129,816.00	Elementary School Graduate	None Required	None Required	Professional Driver's License		AGRI, LGU-SanCarlos,NegOcc.
20	Administrative Aide II	21	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CED, LGU-SanCarlos,NegOcc.
21	Administrative Aide III (Utility Worker II)	45	3	129,816.00	Must be able to read & write	None Required	None Required	None Required		CED, LGU-SanCarlos,NegOcc.

22	Clerk III	25	6	157,896.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		CEMO, LGU-SanCarlos,NegOcc.
23	Public Services Foreman	28	6	157,896.00	High School Graduate	None Required	None Required	None Required		CEMO, LGU-SanCarlos,NegOcc.
24	Administrative Aide VI (Utility Foreman)	29	6	157,896.00	Elementary School Graduate	None Required	None Required	None Required		CEMO, LGU-SanCarlos,NegOcc.
25	Medical Officer III	27	21	573,348.00	Doctor of Medicine	None Required	None Required	RA 1080(Physician)		CHOSP, LGU-SanCarlos,NegOcc.
26	Nurse I	48	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
27	Nurse I	49	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
28	Nurse I	50	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
29	Nurse I	51	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
30	Nurse I	52	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
31	Nurse I	53	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
32	Nurse I	54	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
33	Nurse I	55	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
34	Nurse I	56	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
35	Nurse I	57	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
36	Nurse I	58	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
37	Nurse I	59	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
38	Nurse I	60	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
39	Nurse I	61	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
40	Nurse I	62	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
41	Nurse I	67	11	235,440.00	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		CHOSP, LGU-SanCarlos,NegOcc.
42	Administrative Aide II	121	2	128,004.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CHOSP, LGU-SanCarlos,NegOcc.

43	Utility Worker I	136	1	119,772.00	Must be able to read & write	None Required	None Required	None Required		CHOSP, LGU-SanCarlos,NegOcc.
44	Laundry Worker I	137	1	119,772.00	Must be able to read & write	None Required	None Required	None Required		CHOSP, LGU-SanCarlos,NegOcc.
45	Administrative Officer III	4	18	406,896.00	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		CLO, LGU-SanCarlos,NegOcc.
46	Bookbinder II	8	4	138,564.00	Elementary School Graduate	None Required	None Required	None required		CLO, LGU-SanCarlos,NegOcc.
47	Public Services Foreman	21	6	157,896.00	High School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
48	Administrative Aide II	35	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
49	Administrative Aide II	36	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
50	Administrative Aide IV (Bookbinder II)	48	4	138,564.00	Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
51	Administrative Aide IV (Bookbinder II)	52	4	138,564.00	Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
52	Local DRRM Officer I	59	11	223,668.00	Bachelor's degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		CMO, LGU-SanCarlos,NegOcc.
53	Local DRRM Assistant	61	8	180,324.00	Completion of two years studies in college	1 year of relevant experience on DRRM	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility		CMO, LGU-SanCarlos,NegOcc.
54	Local DRRM Officer I	62	11	223,668.00	Bachelor's degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		CMO, LGU-SanCarlos,NegOcc.
55	Special Operations Officer III	73	18	406,896.00	Bachelor's Degree	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		CMO, LGU-SanCarlos,NegOcc.
56	Economist I	74	11	223,668.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility		CMO, LGU-SanCarlos,NegOcc.

57	Utility Worker II	86	3	129,816.00	Must be able to read & write	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
58	Administrative Aide II	105	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
59	Administrative Aide II	106	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
60	Administrative Aide II	107	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
61	Administrative Aide II	108	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
62	Administrative Aide II	109	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
63	Park Attendant I	112	2	121,608.00	Must be able to read & write	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
64	Park Attendant I	114	2	121,608.00	Must be able to read & write	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
65	Park Attendant I	115	2	121,608.00	Must be able to read & write	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
66	Laborer I	120	1	113,784.00	Must be able to read & write	None Required	None Required	None Required		CMO, LGU-SanCarlos,NegOcc.
67	Planning Officer I	5	11	223,668.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility		CPDCO, LGU-SanCarlos,NegOcc.
68	Computer Operator I	6	7	168,552.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional) Data Encoder		CPDCO, LGU-SanCarlos,NegOcc.
69	Project Development Officer IV	9	22	601,728.00	Bachelor's degree relevant to the job	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility		CPDCO, LGU-SanCarlos,NegOcc.
70	Administrative Aide II	7	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CTO, LGU-SanCarlos,NegOcc.

71	Administrative Aide II	24	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CTO, LGU-SanCarlos,NegOcc.
72	Administrative Aide II	25	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CTO, LGU-SanCarlos,NegOcc.
73	Administrative Aide II	40	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CTO, LGU-SanCarlos,NegOcc.
74	Administrative Aide II	41	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		CTO, LGU-SanCarlos,NegOcc.
75	Medical Technologist I	9	11	223,668.00	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None Required	None Required	RA 1080 (Medical Technologist)		CWD, LGU-SanCarlos,NegOcc.
76	Assessment Clerk III	26	9	193,644.00	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility		CWD, LGU-SanCarlos,NegOcc.
77	Messenger	11	2	121,608.00	Elementary School Graduate	None Required	None Required	None Required		OCA, LGU-SanCarlos,NegOcc.
78	Administrative Aide II	12	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		OCA, LGU-SanCarlos,NegOcc.
79	Data Controller III	17	11	223,668.00	Completion of two years studies in college or High School graduate w/ relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service (Subprofessional) Data Encoder		OCA, LGU-SanCarlos,NegOcc.
80	Data Controller III	18	11	223,668.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service (Subprofessional) Data Encoder		OCA, LGU-SanCarlos,NegOcc.
81	Data Controller III	19	11	223,668.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service (Subprofessional) Data Encoder		OCA, LGU-SanCarlos,NegOcc.

82	Management and Audit Analyst III	29	18	406,896.00	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		OCA, LGU-SanCarlos,NegOcc.
83	Clerk I	7	3	129,816.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		OCCR, LGU-SanCarlos,NegOcc.
84	Clerk I	8	3	129,816.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		OCCR, LGU-SanCarlos,NegOcc.
85	Computer Operator I	15	7	168,552.00	Completion of two years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional) Data Encoder		OCCR, LGU-SanCarlos,NegOcc.
86	Administrative Aide IV (Bookbinder II)	21	4	138,564.00	Elementary School Graduate	None Required	None Required	None Required		OCCR, LGU-SanCarlos,NegOcc.
87	Messenger	23	2	121,608.00	Elementary School Graduate	None Required	None Required	None Required		OCCR, LGU-SanCarlos,NegOcc.
88	Administrative Aide II	2	2	121,608.00	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required		ROD, LGU-SanCarlos,NegOcc.

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 **December 6, 2017**.

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:

GERARDO P. VALMAYOR, JR.

 CITY MAYOR

 CITY HALL, FC LEDESMA AVENUE, SAN CARLOS
 CITY, NEGROS OCCIDENTAL 6127

ohrm.sancarlos@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.