

Republic of the Philippines
PROVINCE OF GUIMARAS
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the Provincial Government of Guimaras in the CSC website:

Brenda R. Dajay
HRMO III
09/16/2019
Date

No.	Position Title	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards				Competency (If applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Driver I	297,298	3	10,596.00	Elementary School Graduate	None Required	None Required	Driver License (MC 11, s. 96 - CAT. II)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Nueva Valencia District Hospital)
2	Security Guard I	666	3	10,596.00	High School Graduate	None Required	None Required	Security Guard License (MC 11, s. - Cat II)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Nueva Valencia District Hospital)

3	Construction & Maintenance Capataz	410,411	5	11,906.00	Elementary School Graduate	None Required	None Required	None Required	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Engineering Office
4	Local Revenue Collection Officer II	200	15	25,951.00	Bachelor's degree	1 year of relevant experience	4 hours of relevant training	Career Service (Professional)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Treasurer Office
5	Budget Officer II	164	15	25,951.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Budget Office
6	Budget Officer I	629	11	17,641.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Budget Office

7	Utility Worker I	131,132,133	1	9,408.00	Must be able to read and write	None Required	None Required	None Required	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial General Services Office
8	Utility Worker I	302,303	1	9,408.00	Must be able to read and write	None Required	None Required	None Required	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Nueva Valencia District Hospital)
9	Nursing Attendant I	745,746,306& 307	4	11,232.00	Elementary School Graduate	None Required	None Required	None Required	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Nueva Valencia District Hospital)
10	Nurse I	721, 722	11	17,641.00	Bachelor's degree in Nursing	None Required	None Required	RA 1080	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Nueva Valencia District Hospital)

11	Nutritionist Dietitian I	252	11	18,376.00	Bachelor's degree in Nutrition, Dietetics or Community Nutrition	None Required	None Required	RA 1080	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	PHO (Buenavista Emergency Hospital)
12	Population Program Worker II	316	7	13,377.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-professional)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Social Welfare & Development Office
13	Engineering II	146	16	28,546.00	Bachelor's degree in Engineering relevant to the job	8 hours of relevant training	2 years of relevant experience	RA 1080	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial General Services Office
14	PG Asst. DH/ Asst. Provincial Treasurer	186	24	70,895.00	Bachelor's degree	4 years in positions involving management/ supervision	24 hours of training on management/ supervision	Career Service (Professional)	Must possess the five (5) Core Competencies: 1. Office Technology 2. Communication 3. Customer Service 4. Social Interaction 5. Personal Effectiveness	Provincial Treasurer Office

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 October 10, 2018. *Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, revised 2018) which can be downloaded at www.csc.gov.ph*

- ^ Performance rating in the present position for one (1) year (if applicable)*
- * Photocopy of certificate of eligibility/rating/licence; and*
- * Photocopy of Transcript of Records.*

Brenda R. Dajay

HRMO III

Province of Guimaras

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