

CS Form No. 9

Revised 2018

Electronic copy to be submitted to the CSC
FO must be in MS Excel format

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF KAPALONG
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION - DAVAO DEL NORTE

RECEIVED

Date: SEP 27 2021

Time: P:R

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LGU KAPALONG in the CSC website:

RYZYL A. DOROTAN-TIMBOL, MP

M/RMO

Date: 09/23/2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
2	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I	243	24	78,068.00	BACHELOR'S DEGREE	NONE REQUIRED	3 YEARS OF RELEVANT EXPERIENCE, 1 YEAR OF WHICH IS RELEVANT TO DRRM	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY		OFFICE OF MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICER
3	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUN. ENVIRONMENTAL AND NATURAL RESOURCES OFFICER I)	192	24	78,068.00	BACHELOR'S DEGREE IN ENVIRONMENT, FORESTRY, AGRICULTURE OR ANY RELATED COURSE	NONE REQUIRED	3 YEARS EXPERIENCE IN ENVIRONMENTAL AND NATURAL RESOURCES MGT. CONSERVATION & UTILIZATION	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY		OFFICE OF THE MUNICIPAL ENVIRONMENTAL AND NATURAL RESOURCES OFFICER

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4	BOOKBINDER IV	286	10	19,085.00	ELEMENTARY SCHOOL GRADUATE	8 HOURS OF RELEVANT TRAINING	2 YEARS OF RELEVANT EXPERIENCE	NONE REQUIRED	OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR
5	PROJECT DEVELOPMENT OFFICER III	284	18	39,313.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	8 HOURS OF RELEVANT TRAINING	2 YEARS OF RELEVANT EXPERIENCE	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE), to apply.

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 12, 2021**.

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:
RYZYL A. DOROTAN- TIMBOL,MP

MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MHRMO)

LGU KAPALONG- QUEZON ST. MANIKI KAPALONG DAVAO DEL NORTE

lgukapalonghrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.