

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Request for Publication of Vacant Positions

DILG - REGION XI
RELEASED
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BY: [Signature]

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To: CIVIL SERVICE COMMISSION (CSC)
FIELD OFFICE-AGUSAN DEL NORTE

This is to request the publication of the following vacant position of **DILG - REGION XIII** in the CSC website:



LILIBETH A. FAMACION, CESO III
Regional Director

Date: May 24, 2018

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.	CHIEF ADMIN. OFFICER / CAO	OSEC-DILGB-CADOF-32-2005	24	879,588.00	Master's Degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory / management learning and development intervention undertaken within the last 5 years	4 years of supervisory / management experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office
2.	LG00 VII	OSEC-DILGB-LG007-1423-2017	24	879,588.00	Master's Degree OR Certificate in Leadership and Management from the CSC	*40 hours of supervisory / management learning and development intervention undertaken within the last 5 years *Completion of training course for LG00's	4 years of supervisory / management experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Agusan del Norte
3.	ATTORNEY IV	OSEC-DILGB-ATY4-95-2010	23	787,248.00	Bachelor of Laws	8 hours relevant training	2 years relevant experience	RA 1080		Regional Office
4.	LG00 VI	OSEC-DILGB-LG006-216-2010	22	704,604.00	Bachelor's Degree	Completion of training course for LG00's	3 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office
5.	LG00 VI	OSEC-DILGB-LG006-74-1998	22	633,396.00	Bachelor's Degree	Completion of training course for LG00's	3 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Surigao City
6.	LG00 V	OSEC-DILGB-LG005-94-2010	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Agusan del Norte

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7.	LG00 V	OSEC-DILGB-LG005-675-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office / LGMED
8.	LG00 V	OSEC-DILGB-LG005-547-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Surigao Del Sur
9.	LG00 V	OSEC-DILGB-LG005-632-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Surigao del Norte
10.	LG00 V	OSEC-DILGB-LG005-688-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Surigao del Norte
11.	LG00 V	OSEC-DILGB-LG005-542-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Surigao del Sur
12.	LG00 V	OSEC-DILGB-LG005-549-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Agusan del Sur
13.	LG00 V	OSEC-DILGB-LG005-694-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Agusan del Sur
14.	LG00 V	OSEC-DILGB-LG005-644-1998	20	564,444.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Provincial Office / Province of Dinagat Islands
15.	LG00 IV	OSEC-DILGB-LG004-77-1998	18	457,020.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office/ Local Government Capability & Development Division
16.	LG00 IV	OSEC-DILGB-LG004-119-1998	18	457,020.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office/ Local Government Capability & Development Division

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17.	LG00 IV	OSEC-DILGB-LG004-117-1998	18	457,020.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office / Local Government Monitoring & Evaluation Division
18.	LG00 IV	OSEC-DILGB-LG004-118-1998	18	457,020.00	Bachelor's Degree	Completion of training course for LG00's	2 years relevant of experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office / Local Government Monitoring & Evaluation Division
19.	LG00 III	OSEC-DILGB-LG003-73-1998	15	348,120.00	Bachelor's Degree	80 hours of training in Local Governance Operations and Planning, Strategic Thinking and Community Development	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		DILG - BISLIG CITY
20.	LG00 III	OSEC-DILGB-LG003-77-1998	15	348,120.00	Bachelor's Degree	80 hours of training in Local Governance Operations and Planning, Strategic Thinking and Community Development	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		DILG - TANDAG CITY
21.	LG00 III	OSEC-DILGB-LG003-79-1998	15	348,120.00	Bachelor's Degree	80 hours of training in Local Governance Operations and Planning, Strategic Thinking and Community Development	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		DILG - BAYUGAN CITY
22.	LG00 III	OSEC-DILGB-LG003-80-1998	15	348,120.00	Bachelor's Degree	80 hours of training in Local Governance Operations and Planning, Strategic Thinking and Community Development	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		DILG - SURIGAO CITY
23.	LG00 II	OSEC-DILGB-LG002-829-1998	13	290,688.00	Bachelor's Degree	None Required	None Required	Career Service (Professional); Appropriate Eligibility for Second Level Position		PDI
24.	LG00 II	OSEC-DILGB-LG002-830-1998	13	290,688.00	Bachelor's Degree	None Required	None Required	Career Service (Professional); Appropriate Eligibility for Second Level Position		ADS

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25.	LGOO II	OSEC-DILGB-LGO02-880-1998	13	290,688.00	Bachelor's Degree	None Required	None Required	Career Service (Professional); Appropriate Eligibility for Second Level Position		SDS
26.	LGOO II	OSEC-DILGB-LGO02-881-1998	13	290,688.00	Bachelor's Degree	None Required	None Required	Career Service (Professional); Appropriate Eligibility for Second Level Position		SDS
27.	LGOO II	OSEC-DILGB-LGO02-878-1998	13	290,688.00	Bachelor's Degree	None Required	None Required	Career Service (Professional); Appropriate Eligibility for Second Level Position		SDS
28.	STATISTICIAN II	OSEC-DILGB-STAT2-100-2010	15	348,120.00	Bachelor's degree relevant to the job	4 hours relevant training	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		RO / LGMED
29.	ADMIN. OFFICER III (RECORDS OFFICER) II	OSEC-DILGB-ADOF3-62-2005	14	317,928.00	Bachelor's degree relevant to the job	4 hours relevant training	1 year relevant experience	Career Service (Professional); Appropriate Eligibility for Second Level Position		Regional Office
30.	ADMIN. ASST. III / STOREKEEPER III	OSEC-DILGB-ADAS3-94-2005	9	209,676.00	Completion of 2 years studies in college	4 hours relevant training	1 year relevant experience	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		Regional Office
31.	ADMIN. ASST. III / ACCOUNTING CLERK III	OSEC-DILGB-ADAS2-46-2005	8	195,384.00	Completion of 2 years studies in college	4 hours relevant training	1 year relevant experience	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		Province of Dinagat Islands
32.	ADMIN. ASST. III / ACCOUNTING CLERK III	OSEC-DILGB-ADAS2-357-2005	8	195,384.00	Completion of 2 years studies in college	4 hours relevant training	1 year relevant experience	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		RO/FAD/Acctg
33.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-285-2005	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		RO / FAD / Budget
34.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-287-2005	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		RO/FAD/Personnel
35.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-90-2010	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		Cabadbaran City

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36.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-88-2010	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		TANDAG CITY
37.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-87-2010	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		BISLIG CITY
38.	ADMIN. AIDE IV / CLERK II	OSEC-DILGB-ADA4-292-2005	4	152,088.00	Completion of 2 years studies in college	None Required	None Required	Career Service (Subprofessional); Appropriate Eligibility for First Level Position		SDS

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below:

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:

LILIBETH A. FAMACION, CESO III

 Regional Director

 Km. 4, Libertad, Butuan City

official@caraga.dilg.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.