

44	Revenue Collection Clerk I	56	5	15275	Completion of two year studies in college	None required	None required	CS Sub-Prof.		City Treasurer's Office
45	Social Welfare Officer I	18	11	23877	Bachelor's degree in Social Work	None required	None required	RA 1080		City Social Welfare and Development Office
46	Special Agent I	43	8	18251	Completion of two year studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub-Prof.		City Engineer's Office
47	Welder I	20	4	14400	Elementary School Graduate	None required	None required	Welder (Cat II, MC 10, s. 2013)		City Engineer's Office
48	Zoning Officer I	8	11	23877	Bachelor's degree relevant to the job	None required	None required	CS Prof.		City Planning and Development Office
	<b>NOTHING FOLLOWS</b>									

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 January 27, 2022.

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](http://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:

**Atty. ANNALIZA A. QUILIOPE**

OIC-HRMO

Human Resource Mgt. and Dev't. Office, 2nd Floor, City Hall Bldg., Tacloban City

[hrmDOTtacloban.applicants@gmail.com](mailto:hrmDOTtacloban.applicants@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

32	Local Revenue Collection Officer I	38, 40	11	23877	Bachelor's degree	None required	None required	CS Prof.		City Treasurer's Office
33	Local Revenue Collection Officer III	29	18	43681	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	CS Prof.		City Treasurer's Office
34	Medical Officer I	12,13	16	36628	Doctor of Medicine	None required	None required	RA 1080		City Health Office
35	Medical Officer III	11	21	60901	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080		City Health Office
36	Metal Worker I	19	4	14400	Elementary School Graduate	None required	None required	Metal Worker (Cat. II, MC 10, s. 2013)		City Engineer's Office
37	Nursing Attendant I	40, 41	4	14400	Elementary School Graduate	None required	None required	None required		Tacloban City Hospital
38	Nutritionist Dietitian I	48	11	23877	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	None required	None required	RA 1080		Tacloban City Hospital
39	Nutrition Officer III	39	18	43681	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Prof.		City Mayor's Office
40	Population Program Officer III	2	18	43681	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	CS Prof.		City Population Office
41	Project Development Officer IV	17	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	CS Prof.		City Planning and Development Office
42	Project Evaluation Officer II	12	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Prof.		City Social Welfare and Development Office
43	Registration Officer II	3	14	30799	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	CS Prof.		City Civil Registrar's Office

21	Assessment Clerk II	22, 23	6	16200	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Assessor's Office
22	Assessment Clerk I	18,24,26	4	14400	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Assessor's Office
23	Assistant Statistician	16	9	19593	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub-Prof.		City Planning and Dev't. Office
24	Communication Equipment Operator II	5	6	16200	Completion of two years studies in college or High School graduate with relevant vocational/trade course	None required	None required	Communication Equipment Operator (Cat II, MC 10, s. 2013)		Tacloban Operation Management Enforcement and Control Office
25	Community Affairs Officer I	3	11	23877	Bachelor's degree	None required	None required	CS Prof.		City Local Government Operations Office
26	Construction and Maintenance Foreman	51	8	18251	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required		City Engineer's Office
27	Dentist I	16	14	30799	Doctor of Dental Medicine or Dental Surgery	None required	None required	RA 1080		City Health Office
28	Engineer IV	46	22	68415	Bachelor's degree in Engineering relevant to the job	16 hours of relevant training	3 years of relevant experience	RA 1080		City Engineer's Office
29	Food Service Supervisor I	49	9	19593	Bachelor's degree in Engineering relevant to the job	None required	None required	CS Prof.		Tacloban City Hospital
30	Heavy Equipment Operator I	24	4	14400	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Heavy Equipment Operator (Cat.II, MC 10, s. 2013)		City Engineer's Office
31	Local Assessment Operations Officer I	16	11	23877	Bachelor's degree	None required	None required	CS Prof.		City Assessor's Office

9	Administrative Aide III (Driver I)	41	3	13572	Elementary School Graduate	None required	None required	Driver's License		City General Services Office
10	Administrative Aide IV (Clerk II)	25	4	14400	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Mayor's Office
11	Administrative Aide IV (Clerk II)	7	4	14400	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Local Government Operations Office
12	Administrative Aide IV (Clerk II)	12	4	14400	Completion of two years studies in college	None required	None required	CS Sub-Prof.		Operation of Market
13	Administrative Aide IV (Clerk II)	20	4	14400	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Treasurer's Office
14	Administrative Aide V (Carpenter II)	56, 57,59	5	15275	Elementary School Graduate	None required	None required	Carpenter (Cat. II, MC 10, s. 2013)		City Engineer's Office
15	Administrative Aide VI (Clerk III)	6	6	16200	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Civil Registrar's Office
16	Administrative Aide VI (Clerk III)	71	6	16200	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Treasurer's Office
17	Administrative Aide VI (Mechanic II)	16	6	16200	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Mechanic (Cat. II, MC 10, s. 2013)		City Engineer's Office
18	Administrative Officer V (Administrative Officer III)	3	18	43681	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Prof.		City Engineer's Office
19	Administrative Officer V (Management and Audit Analyst III)	4	18	43681	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Prof.		City Internal Audit Service Office
20	Agricultural Technician II	23, 25,28	8	18251	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub-Prof.		City Agriculturist Office

Republic of the Philippines  
**CGO TACLOBAN**  
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 CGO TACLOBAN in the CSC website:

  
Atty. ANNALIZA A. QUILIOPE

ARMO

Date: January 11, 2022

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	Administrative Aide I (Laborer I)	35	1	12034	Must be able to read and write	None required	None required	None required		City Engineer's Office
2	Administrative Aide II (Messenger)	12	2	12790	Elementary School Graduate	None required	None required	None required		City Budget Office
3	Administrative Aide III (Carpenter I)	9	3	13572	Elementary School Graduate	None required	None required	Carpenter (Cat. II, MC 10, s. 2013)		City General Services Office
4	Administrative Aide III (Clerk I)	5	3	13572	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Assessor's Office
5	Administrative Aide III (Clerk I)	7,8	3	13572	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Division Office
6	Administrative Aide III (Clerk I)	4	3	13572	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Environment and Natural Resources Office
7	Administrative Aide III (Clerk I)	15	3	13572	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Population Office
8	Administrative Aide III (Clerk I)	6	3	13572	Completion of two years studies in college	None required	None required	CS Sub-Prof.		City Treasurer's Office