

Republic of the Philippines  
CGO BATANGAS CITY (CAPITAL)  
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 BATANGAS CITY (CAPITAL) in the CSC website:

AUREA R. CASTILLO

HRMO

Date: \_\_\_\_\_

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 III (Driver I)	GS-105	SG-3	11914	Elementary School Graduate	None Required	None Required	Driver License (MC 10, s. 13 - Cat. III)	n/a	Office of the General Services Officer
2	Midwife IV	HE-74	SG-15	29010	Completion of Midwifery Course	16 hrs of relevant training	3 yrs of relevant experience	RA 1080 (Midwife)	n/a	Office of the City Health Officer
3	Midwife II	HE-91	SG-11	20179	Completion of Midwifery Course	4 hrs of relevant training	1 yr of relevant experience	RA 1080 (Midwife)	n/a	Office of the City Health Officer
4										
5										

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 18, 2018.

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:

AUREA R. CASTILLO  
City Govt. Asst. Dept. Head I  
P. Burgos St., Batangas City  
[hmrdo\\_batscitygovt@yahoo.com](mailto:hmrdo_batscitygovt@yahoo.com)

**EEOP STATEMENT**

This office highly encourage all interested and qualified applicants including physically challenge people, members of Indigenous Communities, and those from any Sexual Orientation and Gender Identities (SOGI).

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

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)	