

Republic of the Philippines
CITY GOVERNMENT OF BIÑAN
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request publication of the following vacant positions of City Government of Biñan in the CSC website:

Atty. Walfredo R. Dimaguila, Jr.

Date: APR 27 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	MIDWIFE I	463	SG 9	Php 209,676.00	Completion of the Midwifery Course	None required	None required	RA 1080	n/a	CITY HEALTH OFFICE - CATEGORY II
2	RECORDS OFFICER III	283	SG 18	Php 457,020.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional), Second Level Eligibility	n/a	SANGUNIANG PANGLUNGSOD OFFICE PUBLIC EMPLOYMENT SERVICE OFFICE
3	BOOKBINDER IV	868	SG 10	Php 224,616.00	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	None required (MC 11, s. 96- Cat. II)	n/a	GENERAL SERVICES OFFICE
4	UTILITY WORKER II	657	SG 3	Php 142,968.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96- Cat. II)	n/a	OSPITAL NG BIÑAN
5	UTILITY WORKER I	202	SG 1	Php 126,120.00	Must be able to read and write	None required	None required	None required (MC 11, s. 96- Cat. II)	n/a	OSPITAL NG BIÑAN
6	NUTRITIONIST-DIETITIAN I	195	SG 11	Php 242,148.00	Bachelor's Degree in Nutrition, Dietetics or Community Nutrition	None required	None required	RA 1080	n/a	CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE
7	COOK I	780	SG 3	Php 142,968.00	Elementary School Graduate	None required	None required	None required (MC 11, s. 96- Cat. II)	n/a	

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 MAY 15 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;
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:

Atty. Walfredo R. Dimaguila, Jr. (City Mayor)

Thru: City Human Resource Development Office

City Government of Biñan

Brgy. Zapote Biñan Laguna

cityhrd.binan.recruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	SENIOR TOURISM OPERATIONS OFFICER	917	SG 18	Php 457,020.00	Bachelor's Degree in tourism, business, law, economics, marketing, public administration or other related fields	8 hours of relevant training on tourism or DOT specific and mandatory trainings such as but not limited to the following: • Tourism Awareness and Capability Building Seminar for LGUs • Seminar on Disaster Risk Reduction and Management • Basic Tourism Statistics Training (BTSI) • Local Tourism Guidebook Orientation and • Seminar on Gender and Development Orientation	2 years of work experience and involvement in the tourism industry either the private sector or the government	Career Service (Professional), Second Level Eligibility	n/a	BIÑAN CITY CULTURE, HISTORY, ARTS AND TOURISM OFFICE
2	MEDICAL OFFICER I	51, 52, 53, 54	SG 16	Php 381,180.00	Doctor of Medicine	None required	None required	RA 1080	n/a	OSPITAL NG BIÑAN
3	MEDICAL OFFICER II	55	SG 18	Php 457,020.00	Doctor of Medicine	None required	None required	RA 1080	n/a	OSPITAL NG BIÑAN
4	ASSESSMENT CLERK III	397	SG 9	Php 209,676.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	n/a	OFFICE OF THE CITY ASSESSOR
	<i>*nothing follows*</i>									

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