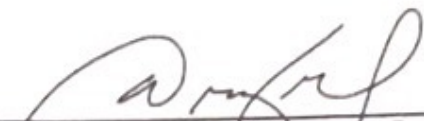


Republic of the Philippines  
CITY GOVERNMENT OF BIÑAN  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of CITY GOVERNMENT OF BIÑAN in the CSC website:

  
ATTY. WALFREDO R. DIMAGUILA, JR.

Date

October 5, 2018

| No. | Position Title         | Plantilla Item No.                | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards                    |               |               |  | Place of Assignment   |  |
|-----|------------------------|-----------------------------------|------------------------|----------------|--|---------------|---------------|--|---|--|
|     |                        |                                   |                        |                | Education                                  | Training      | Experience    | Eligibility  |   | Competency (if applicable)                 |
| 1   | SANITATION INSPECTOR I | 696                               | 6                      | 14340          | Completion of two years studies in college | None required | None required | Career Service (Subprofessional) First Level Eligibility | Technical Competencies<br>Computer Literacy (Basic): Creates and uses new templates, forms, and style sheets to make documents.<br>Managing Work (Basic): Ability to effectively manage one's time and resources with minimal supervision.<br>Public Relations (Basic): Ability to effectively and courteously communicate the requirements of the office to the public, more particularly the taxpayers or owners of establishments being inspected. | CITY HEALTH OFFICE<br>CATEGORY II          |
| 2   | LICENSE INSPECTOR I    | 845, 846, 853, 854, 855, 856, 857 | 6                      | 14340          | Completion of two years studies in college | None required | None required | Career Service (Subprofessional) First Level Eligibility | Technical Competencies<br>Computer Literacy (Basic): Creates and uses new templates, forms, and style sheets to make documents.<br>Managing Work (Basic): Ability to effectively manage one's time and resources with minimal supervision.<br>Public Relations (Basic): Ability to effectively and courteously communicate the requirements of the office to the public, more particularly the taxpayers or owners of establishments being inspected. | CITY BUSINESS PERMITS AND LICENSING OFFICE |

|   |                        |     |   |       |  |               |               |  |   |                                   |
|---|------------------------|-----|---|-------|--|---------------|---------------|--|---|-----------------------------------|
| 3 | SANITATION INSPECTOR I | 430 | 6 | 14340 | Completion of two years studies in college | None required | None required | Career Service (Subprofessional) First Level Eligibility | <b>Technical Competencies</b><br><b>Computer Literacy (Basic):</b> Creates and uses new templates, forms, and style sheets to make documents.<br><b>Managing Work (Basic):</b> Ability to effectively manage one's time and resources with minimal supervision.<br><b>Public Relations (Basic):</b> Ability to effectively and courteously communicate the requirements of the office to the public, more particularly the taxpayers or owners of establishments being inspected. | OFFICE OF THE CITY HEALTH OFFICER |
|---|------------------------|-----|---|-------|--|---------------|---------------|--|---|-----------------------------------|

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 31, 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 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:

Jenny Anne B. Sarmiento  
Head, City Human Resource Development Office  
Brgy. Zapote, Biñan City, Laguna  
[cityhrd.binan.recruitment@gmail.com](mailto:cityhrd.binan.recruitment@gmail.com)

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

***THERE ARE NO EXPRESS LANES IN RECRUITMENT, WE SHALL CONTACT YOU AFTER WE HAVE VERIFIED AND VALIDATED THE SUBMITTED DOCUMENTS.***

***"The City Government of Binan is an equal opportunity employer. All applications are decided on the applicants' qualifications, merit, fitness to the position applied for. CGO Binan does not tolerate discrimination based on race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, or any other basis covered by applicable laws."***