

Republic of the Philippines
CGO IMUS CITY LGU
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of CGO IMUS CITY LGU in the CSC website:

MS. NAHNEY G. ALCE

Human Resource Management Officer V

Date: **July 05, 2019**

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	SPORTS DEVELOPMENT OFFICER I	30	10	19233	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor
2	ADMINISTRATIVE OFFICER V (Information Officer III)	64	18	40637	BACHELOR'S DEGREE Preferably graduate of AB Communication	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Information Office
3	ADMINISTRATIVE OFFICER II (Information Officer I)	65	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Information Office
4	ADMINISTRATIVE AIDE V (Photographer I)	69	5	14007	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	City Information Office
5	INFORMATION SYSTEMS ANALYST I	516	12	22938	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Information Technology and Records Management Unit

6	ADMINISTRATIVE OFFICER IV (Administrative Officer II)	122	15	30531	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor - Traffic Management Unit
7	CITY GOVERNMENT ASSISTANT DEPARTMENT HEAD I	171	23	73811	BACHELOR'S DEGREE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Tourism Development Office
8	SENIOR TOURISM OPERATIONS OFFICER	173	18	40637	BACHELOR'S DEGREE RELEVANT TO THE JOB	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Tourism Development Office
9	ADMINISTRATIVE OFFICER III	174	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Tourism Development Office
10	ADMINISTRATIVE AIDE V (Photographer I)	180	5	14007	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	City Tourism Development Office
11	CITY GOVERNMENT DEPARTMENT HEAD I (City Environment and Natural Resources Officer I)	183	25	95083	BACHELOR'S DEGREE PREFERABLY IN ENVIRONMENT, FORESTRY, AGRICULTURE OR ANY RELATED COURSE	5 YEARS EXPERIENCE IN ENVIRONMENTAL AND NATURAL RESOURCES MANAGEMENT, CONSERVATION AND UTILIZATION	NONE REQUIRED	FIRST GRADE OR ITS EQUIVALENT	-----	Office on Environment and Natural Resources
12	LICENSING OFFICER V	202	24	83406	MASTERAL DEGREE	4 YEARS IN POSITION/S INVOLVING MANAGEMENT AND SUPERVISION	24 HOURS OF TRAINING IN MANAGEMENT AND SUPERVISION	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor - Business Permits and License Unit
13	LICENSE INSPECTOR II	211	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office of the City Mayor - Business Permits and License Unit
14	LICENSE INSPECTOR II	212	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office of the City Mayor - Business Permits and License Unit

15	LICENSE INSPECTOR I	218	6	14847	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Mayor - Business Permits and License Unit
16	MARKET SUPERVISOR V	222	24	83406	MASTERAL DEGREE	4 YEARS IN POSITION/S INVOLVING MANAGEMENT AND SUPERVISION	24 HOURS OF TRAINING IN MANAGEMENT AND SUPERVISION	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Economic Enterprise Management Unit (A)
17	ADMINISTRATIVE AIDE III (Clerk I)	231	3	12466	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Mayor - Economic Enterprises Management (A)
18	ADMINISTRATIVE AIDE I (Utility Worker I)	283	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	----	Office of the City Mayor - Economic Enterprises Management (A)
19	SLAUGHTERHOUSE MASTER	296	14	27755	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Economic Enterprise Management Unit (C)
20	ADMINISTRATIVE AIDE I (Utility Worker I)	300	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	----	Office of the City Mayor - Economic Enterprises Management (C)
21	SUPERVISING ADMINISTRATIVE OFFICER (Administrative Officer IV)	410	22	65319	BACHELOR'S DEGREE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Sports Unit
22	SPORTS AND GAMES REGULATION OFFICER I	413	10	19233	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Sports Unit
23	ADMINISTRATIVE OFFICER II (Administrative Officer I)	414	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Sports Unit
24	PARKS OPERATIONS SUPERINTENDENT II	420	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Parks and Historical Sites Unit

25	ADMINISTRATIVE ASSISTANT I (Computer Operator I)	421	7	15738	COMPLETION OF TWO YEARS STUDIES IN COLLEGE OR HIGH SCHOOL GRADUATE WITH RELEVANT VOCATIONAL/TRADE COURSE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) DATA ENCODER (MC 11, s.96- CAT. I) FIRST LEVEL ELIGIBILITY	-----	Office of the City Mayor - Parks and Historical Sites Unit
26	SUPERVISING ADMINISTRATIVE OFFICER (Administrative Officer IV)	426	22	65319	BACHELOR'S DEGREE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor - PESO
27	MECHANIC I	443	4	13214	HIGHSCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	MECHANIC (MC 11, s. 96 - Cat. I)	-----	Office of the City Mayor - Special Services Education (IVTS)
28	LOCAL DISASTER RISK REDUCTION MANAGEMENT OFFICER II	451	15	30531	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE ON DRRM	4 HOURS OF RELEVANT TRAINING ON DRRM	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Disaster Risk Reduction and Management Office
29	LOCAL DISASTER RISK REDUCTION MANAGEMENT OFFICER II	452	15	30531	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE ON DRRM	4 HOURS OF RELEVANT TRAINING ON DRRM	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	City Disaster Risk Reduction and Management Office
30	SENIOR COOPERATIVES DEVELOPMENT SPECIALIST	480	18	40637	BACHELOR'S DEGREE RELEVANT TO THE JOB	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	CICLEDO - Cooperative Division
31	COOPERATIVES DEVELOPMENT SPECIALIST I	482	11	40637	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	CICLEDO- Cooperative Division
32	DEVELOPMENT MANAGEMENT OFFICER III	487	18	40637	BACHELOR'S DEGREE RELEVANT TO THE JOB	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	CICLEDO - Enterprise Division
33	ADMINISTRATIVE AIDE I (Utility Worker I)	510	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	-----	Office of the City Mayor - City Public Library of Imus

34	ADMINISTRATIVE AIDE I (Utility Worker I)	515	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	-----	Office of the City Mayor - City Public Library of Imus
35	INFORMATION SYSTEMS ANALYST I	516	12	22938	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor - City Public Library of Imus
36	LIBRARIAN III	511	18	40637	BACHELOR'S DEGREE IN LIBRARY SCIENCE OR INFORMATION SCIENCE OR BACHELOR OF SCIENCE IN EDUCATION /ARTS MAJOR IN LIBRARY SCIENCE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	RA 1080	-----	Office of the City Mayor - City Public Library of Imus
37	LIBRARIAN II	512	15	30531	BACHELOR'S DEGREE IN LIBRARY SCIENCE OR INFORMATION SCIENCE OR BACHELOR OF SCIENCE IN EDUCATION /ARTS MAJOR IN LIBRARY SCIENCE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080	-----	Office of the City Mayor - City Public Library of Imus
38	ADMINISTRATIVE OFFICER II (Administrative Officer I)	517	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Mayor - Senior Citizens Affairs Unit
39	YOUTH DEVELOPMENT ASSISTANT II	526	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office of the City Mayor - Youth Affairs Unit
40	YOUTH DEVELOPMENT ASSISTANT I	524	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office of the City Mayor - Youth Affairs Unit

41	YOUTH DEVELOPMENT ASSISTANT I	527	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Mayor - Youth Affairs Unit
42	YOUTH DEVELOPMENT ASSISTANT I	529	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Mayor - Youth Affairs Unit
43	SUPERVISING ADMINISTRATIVE OFFICER (Administrative Officer IV)	535	22	65319	BACHELOR'S DEGREE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Imus Economic Investment Promotion Unit (IEIPU)
44	COMPUTER PROGRAMMER I	537	11	20754	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Imus Economic Investment Promotion Unit (IEIPU)
45	ECONOMIC RESEARCHER	538	9	17975	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the City Mayor - Imus Economic Investment Promotion Unit (IEIPU)
46	ADMINISTRATIVE ASSISTANT	539	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Mayor - Imus Economic Investment Promotion Unit (IEIPU)
47	CITY GOVERNMENT DEPARTMENT HEAD I (City Administrator I)	612	25	95083	BACHELOR'S DEGREE PREFERABLY IN PUBLIC ADMINISTRATION, LAW OR ANY RELATED COURSE	5 YEARS OF RELEVANT EXPERIENCE	NONE	FIRST GRADE OR ITS EQUIVALENT	----	Office of the City Administrator
48	ADMINISTRATIVE AIDE IV (Clerk III)	616	6	14847	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Administrator
49	ADMINISTRATIVE AIDE (Clerk II)	617	4	13214	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office of the City Administrator

50	ACCOUNTANT III	660	18	40637	BACHELOR'S DEGREE IN COMMERCE/BUSINESS ADMINISTRATION MAJOR IN ACCOUNTING	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	RA 1080	----	Office on Accounting and Internal Audit Services
51	ADMINISTRATIVE ASSISTANT II (Accounting Clerk III)	667	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office on Accounting and Internal Audit Services
52	ASSISTANT CITY TREASURER	676	23	73811	BACHELOR'S DEGREE	5 YEARS OF RELEVANT EXPERIENCE	NONE REQUIRED but preferably with training in Local Government Finance and Local Taxation	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office
53	ADMINISTRATIVE OFFICER II (Administrative Officer I)	679	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office - Administrative Unit
54	ADMINISTRATIVE AIDE I (Utility Worker I)	694	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Treasury Office - Administrative Unit
55	LOCAL REVENUE COLLECTION OFFICER III	697	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit
56	LOCAL REVENUE COLLECTION OFFICER II	699	15	30531	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit
57	LOCAL REVENUE COLLECTION OFFICER I	710	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit
58	LOCAL REVENUE COLLECTION OFFICER I	712	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit
59	REVENUE COLLECTION CLERK I	715	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit
60	REVENUE COLLECTION CLERK I	717	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Treasury Office - Cash Unit

61	LOCAL REVENUE COLLECTION OFFICER III	724	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Treasury Office - Revenue Collection Unit
62	LOCAL REVENUE COLLECTION OFFICER II	725	15	30531	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Treasury Office - Revenue Collection Unit
63	LOCAL REVENUE COLLECTION OFFICER I	726	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Treasury Office - Revenue Collection Unit
64	LOCAL TREASURY OPERATIONS OFFICER I	752	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Treasury Office - Business Tax Division
65	REVENUE COLLECTION CLERK II	754	7	15738	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Treasury Office - Business Tax Division
66	REVENUE COLLECTION CLERK I	755	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Treasury Office - Business Tax Division
67	ADMINISTRATIVE AIDE II (Bookbinder I)	769	2	11761	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office
68	ADMINISTRATIVE AIDE II (Messenger)	770	2	11761	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office
69	LOCAL ASSESSMENT OPERATIONS OFFICER III	773	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Assessor's Office
70	LOCAL ASSESSMENT OPERATIONS OFFICER I	778	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Assessor's Office
71	LOCAL ASSESSMENT OPERATIONS OFFICER I	780	11	20754	BACHELOR'S DEGREE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Assessor's Office

72	SENIOR ADMINISTRATIVE ASSISTANT II (Computer Operator IV)	781	14	27755	COMPLETION OF TWO YEARS STUDIES IN COLLEGE OR HIGH SCHOOL GRADUATE WITH RELEVANT VOCATIONAL/TRADE COURSE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) DATA ENCODER (MC 11, s.96- CAT. I) FIRST LEVEL ELIGIBILITY	-----	Assessor's Office
73	ASSESSMENT CLERK III	782	9	17975	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Assessor's Office
74	ASSESSMENT CLERK II	785	6	14847	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Assessor's Office
75	SURVEY AIDE	786	6	14847	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office
76	ADMINISTRATIVE AIDE VI (Utility Foreman)	787	6	14847	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office
77	SURVEY AIDE	788	6	14847	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office
78	DRAFTSMAN I	789	6	14847	COMPLETION OF TWO YEARS STUDIES IN COLLEGE OR HIGH SCHOOL GRADUATE WITH RELEVANT VOCATIONAL/TRADE COURSE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) DRAFTSMAN OR ILLUSTRATOR (MC 11, s.96- CAT. I) FIRST LEVEL ELIGIBILITY	-----	Assessor's Office
79	TAX MAPPING AIDE	794	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Assessor's Office

80	TAX MAPPING AIDE	795	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Assessor's Office
81	TAX MAPPING AIDE	796	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Assessor's Office
82	TAX MAPPING AIDE	797	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Assessor's Office
83	TAX MAPPING AIDE	798	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Assessor's Office
84	TAX MAPPING AIDE	799	4	13214	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL /TRADE COURSE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Assessor's Office
85	REGISTRATION OFFICER II	817	14	27755	BACHELOR'S DEGREE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the Civil Registry
86	ENGINEERING AIDE	833	4	12884	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	----	Engineering Office
87	ARCHITECT II	882	16	33584	BACHELOR'S DEGREE IN ARCHITECTURE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080	----	Office of the Building Official
88	BUILDING INSPECTOR I	884	11	20754	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	----	Office of the Building Official
89	MEDICAL OFFICER III	893	21	57805	DOCTOR OF MEDICINE	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services

90	MEDICAL TECHNOLOGIST I	898	11	20754	BACHELOR'S DEGREE IN MEDICAL TECHNOLOGY OR BACHELOR OF SCIENCE IN PUBLIC HEALTH	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
91	NURSE I	919	11	20754	BACHELOR OF SCIENCE IN NURSING	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
92	PHARMACIST I	925	11	20754	BACHELOR'S DEGREE IN PHARMACY	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
93	MIDWIFE II	934	11	20754	COMPLETION OF MIDWIFERY COURSE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080	----	Office on Health Services
94	MIDWIFE I	940	9	17975	COMPLETION OF MIDWIFERY COURSE	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
95	MIDWIFE I	941	9	17975	COMPLETION OF MIDWIFERY COURSE	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
96	MIDWIFE I	944	9	17975	COMPLETION OF MIDWIFERY COURSE	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
97	MIDWIFE I	948	9	17975	COMPLETION OF MIDWIFERY COURSE	NONE REQUIRED	NONE REQUIRED	RA 1080	----	Office on Health Services
98	DENTIST II	955	17	36942	DOCTOR OF DENTAL MEDICINE OR DENTAL SURGERY	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080	----	Office on Health Services
99	DENTIST II	956	17	36942	DOCTOR OF DENTAL MEDICINE OR DENTAL SURGERY	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080	----	Office on Health Services
100	POPULATION PROGRAM WORKER II	964	7	15738	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office on Health Services
101	POPULATION PROGRAM WORKER I	965	5	14007	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	----	Office on Health Services

102	SANITATION INSPECTOR III	968	11	20754	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office on Health Services
103	SANITATION INSPECTOR II	970	8	16758	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	-----	Office on Health Services
104	ADMINISTRATIVE AIDE III (Driver I)	974	3	12466	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	DRIVER LICENSE (MC 11, s.96- CAT. II)	-----	Office on Health Services
105	ADMINISTRATIVE AIDE I (Utility Worker I)	978	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	-----	Office on Health Services
106	ADMINISTRATIVE AIDE I (Utility Worker I)	980	1	11068	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - Cat. III)	-----	Office on Health Services
107	SOCIAL WELFARE OFFICER I	986	11	20754	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office on Social Welfare and Development Services
108	PSYCHOLOGIST I	993	11	20754	BACHELOR'S DEGREE IN PSYCHOLOGY	NONE REQUIRED	NONE REQUIRED	RA 1080	-----	Office on Social Welfare and Development Services
109	SENIOR AGRICULTURIST	1112	18	40637	BACHELOR'S DEGREE RELEVANT TO THE JOB	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of the City Agriculturist
110	ADMINISTRATIVE AIDE IV (Bookbinder II)	1130	4	13214	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s.96- CAT. III)	-----	Office for Legal Services
111	ADMINISTRATIVE OFFICER V (Administrative Officer III)	1135	18	40637	BACHELOR'S DEGREE	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office of Veterinary Services
112	POPULATION PROGRAM OFFICER IV	1141	22	65319	BACHELOR'S DEGREE	3 YEARS OF RELEVANT EXPERIENCE	16 HOURS OF RELEVANT TRAINING	CAREER SERVICE (PROFESSIONAL) SECOND LEVEL ELIGIBILITY	-----	Office on Population Development
113	ADMINISTRATIVE AIDE III (Driver I)	1153	3	12466	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	DRIVER LICENSE (MC 11, s.96- CAT. II)	-----	Imsu Polytechnic Institute

114	INSTRUCTOR I	1177	12	22938	MASTER DEGREE IN THE AREA OF SPECIALIZATION	NONE REQUIRED	NONE REQUIRED	PBET/TEACHER/RA 1080	-----	Imus Polytechnic Institute
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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 July 22, 2019.

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:

Ms. Danica S. Santiaguel
Human Resource Management Officer I
City Government of Imus, F. - Poblacion IV-B
theimushrhub@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.