

Republic of the Philippines  
**CGO IMUS CITY LGU**  
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 IMUS CITY LGU in the CSC website:

MS. NAHNEY G. ALCE

HRMO V

Date:

8-Feb-21

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Assistant II (Human Resource Management Assistant I)	1168	8	18251	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	N/A	Ospital ng Imus
2	Administrative Officer IV (Administrative Officer II)	1137	15	33575	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Ospital ng Imus
3	Medical Technologist I	1220	11	23877	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080	N/A	Ospital ng Imus
4	Medical Technologist I	1221	11	23877	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080	N/A	Ospital ng Imus
5	Medical Technologist I	1225	11	23877	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080	N/A	Ospital ng Imus
6	Medical Technologist I	1226	11	23877	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080	N/A	Ospital ng Imus
7	Medical Technologist I	1228	11	23877	Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health	None required	None required	RA 1080	N/A	Ospital ng Imus
8										
9										
10										

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 February 23, 2021.

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:

**KIRK C. CAPARAS, RPm**

HRMA I

na St. Poblacion IV-B, City of Imus /Ospital ng Imus, Pedro Reyes St., Mala  
[themushrhub@yahoo.com](mailto:themushrhub@yahoo.com)

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