

<b>Place of Assignment :</b>	City Accountant's Office (City Financial Accounting Services Division City Financial Accounts Section)
<b>Position Title :</b>	Accountant II
<b>Plantilla Item No. :</b>	9
<b>Salary/Job/Pay Grade :</b>	16
<b>Monthly Salary :</b>	Php 39,672.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor's degree in Commerce/Business Administration major in Accounting
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Solid Waste Management Section)
<b>Position Title :</b>	Administrative Aide III (Utility Worker II)
<b>Plantilla Item No. :</b>	12
<b>Salary/Job/Pay Grade :</b>	3
<b>Monthly Salary :</b>	Php 14,678.00
<b>Eligibility :</b>	None required (MC 10, s.2013 - Cat. III)
<b>Education :</b>	Must be able to read and write
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Solid Waste Management Section)
<b>Position Title :</b>	Administrative Aide III (Utility Worker II)
<b>Plantilla Item No. :</b>	13
<b>Salary/Job/Pay Grade :</b>	3
<b>Monthly Salary :</b>	Php 14,678.00
<b>Eligibility :</b>	None required (MC 10, s.2013 - Cat. III)
<b>Education :</b>	Must be able to read and write
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City General Services Office (Maintenance and Public Services Division)
<b>Position Title :</b>	Administrative Aide III (Utility Worker II)
<b>Plantilla Item No. :</b>	19
<b>Salary/Job/Pay Grade :</b>	3
<b>Monthly Salary :</b>	Php 14,678.00
<b>Eligibility :</b>	None required (MC 10, s.2013 - Cat. III)
<b>Education :</b>	Must be able to read and write
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City General Services Office (Maintenance and Public Services Division)
<b>Position Title :</b>	Administrative Aide III (Utility Worker II)
<b>Plantilla Item No. :</b>	21
<b>Salary/Job/Pay Grade :</b>	3
<b>Monthly Salary :</b>	Php 14,678.00
<b>Eligibility :</b>	None required (MC 10, s.2013 - Cat. III)
<b>Education :</b>	Must be able to read and write
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Accountant's Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Aide III (Utility Worker II)
<b>Plantilla Item No. :</b>	6
<b>Salary/Job/Pay Grade :</b>	3
<b>Monthly Salary :</b>	Php 14,678.00
<b>Eligibility :</b>	None required (MC 10, s. 2013 - Cat. III)
<b>Education :</b>	Must be able to read and write
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Cooperatives Development Division)
<b>Position Title :</b>	Administrative Aide IV (Clerk II)
<b>Plantilla Item No. :</b>	63
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Business Permits and Licensing Division Administrative Support Unit)
<b>Position Title :</b>	Administrative Aide IV (Clerk II)
<b>Plantilla Item No. :</b>	36
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Accountant's Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Aide IV (Clerk II)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Solid Waste Management Section)
<b>Position Title :</b>	Administrative Aide IV (Driver II)
<b>Plantilla Item No. :</b>	10
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Professional Driver's License (MC 10, s. 2013 - Cat. IV)
<b>Education :</b>	Elementary School Graduate
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Treasurer's Office (Administrative Support Unit)
<b>Position Title :</b>	Administrative Aide IV (Driver II)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Professional Driver's License (MC 10, s. 2013 - Cat. IV)
<b>Education :</b>	Elementary School Graduate
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Aide IV (Driver II)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	Professional Driver's License (MC 10, s. 2013 - Cat. IV)
<b>Education :</b>	Elementary School Graduate
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Treasurer's Office (Cash Division Cash Disbursement Section)
<b>Position Title :</b>	Administrative Assistant II (Disbursing Officer II)
<b>Plantilla Item No. :</b>	25
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Accountant's Office (Barangay Financial Accounting Services Division Barangay Financial Accounts Services Section)
<b>Position Title :</b>	Administrative Assistant III (Senior Bookkeeper)
<b>Plantilla Item No. :</b>	18
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City General Services Office (Warehousing and Inspection Division)
<b>Position Title :</b>	Administrative Assistant III (Storekeeper III)
<b>Plantilla Item No. :</b>	10
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Budget Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Assistant III (Storekeeper III)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Budget Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Assistant VI (Computer Operator III)
<b>Plantilla Item No. :</b>	3
<b>Salary/Job/Pay Grade :</b>	12
<b>Monthly Salary :</b>	Php 29,165.00
<b>Eligibility :</b>	Career Service (Subprofessional) Data Encoder (MC 6, s. 2010) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college or High School Graduate with relevant vocational/trade course
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Budget Office (Barangay Budget Operations Division Barangay Budget Review Section)
<b>Position Title :</b>	Administrative Officer II (Budget Officer I)
<b>Plantilla Item No. :</b>	20
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant of the job
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Human Resource and Management Office (Personnel Administration Division Recruitment and Selection/Records Management Section)
<b>Position Title :</b>	Administrative Officer II (Human Resource Management Officer I)
<b>Plantilla Item No. :</b>	5
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City General Services Office (Records, Property and Inventory Division)
<b>Position Title :</b>	Administrative Officer III (Records Officer II)
<b>Plantilla Item No. :</b>	6
<b>Salary/Job/Pay Grade :</b>	14
<b>Monthly Salary :</b>	Php 33,843.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Accountant's Office (Barangay Financial Accounting Services Division Barangay Subsidiary/Recap Section)
<b>Position Title :</b>	Administrative Officer IV (Fiscal Examiner II)
<b>Plantilla Item No. :</b>	24
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Internal Management Audit)
<b>Position Title :</b>	Administrative Officer IV (Management and Audit Analyst II)
<b>Plantilla Item No. :</b>	3
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Health Education and Promotion Division Administrative Support Section)
<b>Position Title :</b>	Administrative Officer V (Administrative Officer III)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Administrative Support Section)
<b>Position Title :</b>	Administrative Officer V (Administrative Officer III)
<b>Plantilla Item No. :</b>	2
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Treasurer's Office (Cash Division Cash Disbursement Section)
<b>Position Title :</b>	Administrative Officer V (Cashier III)
<b>Plantilla Item No. :</b>	23
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Treasurer's Office (Cash Division Cash Receipts Section)
<b>Position Title :</b>	Administrative Officer V (Cashier III)
<b>Plantilla Item No. :</b>	22
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Civil Registrar's Office (Records Division Records Section)
<b>Position Title :</b>	Administrative Officer V (Records Officer III)
<b>Plantilla Item No. :</b>	14
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Assessor's Office (Appraisal and Assessment Division Records Management Section)
<b>Position Title :</b>	Administrative Officer V (Records Officer III)
<b>Plantilla Item No. :</b>	15
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Agriculture Office (Field Operations Division Institutional Development Section)
<b>Position Title :</b>	Agriculturist II
<b>Plantilla Item No. :</b>	46
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Relevant RA 1080
<b>Education :</b>	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Agriculture Office (Field Operations Division Crop Section)
<b>Position Title :</b>	Agriculturist II
<b>Plantilla Item No. :</b>	37
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Relevant RA 1080
<b>Education :</b>	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Assessor's Office (Appraisal and Assessment Division Records Management Section)
<b>Position Title :</b>	Assessment Clerk III
<b>Plantilla Item No. :</b>	17
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two-years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Assessor's Office (Appraisal and Assessment Division Appraisal Section)
<b>Position Title :</b>	Assessment Clerk III
<b>Plantilla Item No. :</b>	10
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two-years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Agriculture Office
<b>Position Title :</b>	City Agriculturist
<b>Plantilla Item No. :</b>	1
<b>Salary/Job/Pay Grade :</b>	25
<b>Monthly Salary :</b>	Php 102,690.00
<b>Eligibility :</b>	Relevant RA 1080
<b>Education :</b>	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology, and Veterinary Medicine
<b>Training :</b>	None
<b>Work Experience :</b>	5 years acquired experience in agriculture or in a related field
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Civil Registrar's Office
<b>Position Title :</b>	City Civil Registrar
<b>Plantilla Item No. :</b>	1
<b>Salary/Job/Pay Grade :</b>	25
<b>Monthly Salary :</b>	Php 102,690.00
<b>Eligibility :</b>	First grade or its equivalent
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None
<b>Work Experience :</b>	5 years experience in civil registry work
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Agriculture Office
<b>Position Title :</b>	City Government Assistant Department Head I (Assistant City Agriculturist)
<b>Plantilla Item No. :</b>	2
<b>Salary/Job/Pay Grade :</b>	23
<b>Monthly Salary :</b>	Php 80,003.00
<b>Eligibility :</b>	Relevant RA 1080
<b>Education :</b>	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine
<b>Training :</b>	16 hours of relevant training
<b>Work Experience :</b>	3 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Assessor's Office
<b>Position Title :</b>	City Government Assistant Department Head I (Assistant City Assessor)
<b>Plantilla Item No. :</b>	2
<b>Salary/Job/Pay Grade :</b>	23
<b>Monthly Salary :</b>	Php 80,003.00
<b>Eligibility :</b>	RA 1080 (Real Estate Service)
<b>Education :</b>	Bachelor's degree preferably Civil or Mechanical Engineering, Commerce, or any other related course
<b>Training :</b>	None
<b>Work Experience :</b>	3 years experience in real property assessment work or in any related field
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023



<b>Place of Assignment :</b>	City Engineering Office
<b>Position Title :</b>	City Government Assistant Department Head I (Assistant City Engineer)
<b>Plantilla Item No. :</b>	2
<b>Salary/Job/Pay Grade :</b>	23
<b>Monthly Salary :</b>	Php 80,003.00
<b>Eligibility :</b>	RA 1080 (Civil Engineer)
<b>Education :</b>	Bachelor's degree in Civil Engineering
<b>Training :</b>	16 hours of relevant training
<b>Work Experience :</b>	3 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (City Urban Development and Housing Division Community Services/Estate Management Section)
<b>Position Title :</b>	Community Affairs Assistant II
<b>Plantilla Item No. :</b>	55
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Community Affairs Division Community Relations and Barangay Affairs Section)
<b>Position Title :</b>	Community Affairs Assistant II
<b>Plantilla Item No. :</b>	31
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Community Affairs Division Special Barangay Development Projects and Programs Section)
<b>Position Title :</b>	Community Affairs Officer II
<b>Plantilla Item No. :</b>	34
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Social Welfare and Development Office (Socio Economic Services Division Community Welfare and Livelihood Projects Section)
<b>Position Title :</b>	Community Development Assistant
<b>Plantilla Item No. :</b>	29
<b>Salary/Job/Pay Grade :</b>	7
<b>Monthly Salary :</b>	Php 18,620.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Dental Section)
<b>Position Title :</b>	Dentist I
<b>Plantilla Item No. :</b>	29
<b>Salary/Job/Pay Grade :</b>	14
<b>Monthly Salary :</b>	Php 33,843.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Doctor of Dental Medicine or Dental Surgery
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Dental Section)
<b>Position Title :</b>	Dentist I
<b>Plantilla Item No. :</b>	29
<b>Salary/Job/Pay Grade :</b>	14
<b>Monthly Salary :</b>	Php 33,843.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Doctor of Dental Medicine or Dental Surgery
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Dental Section)
<b>Position Title :</b>	Dentist II
<b>Plantilla Item No. :</b>	28
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Doctor of Dental Medicine or Dental Surgery
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Dental Section)
<b>Position Title :</b>	Dentist II
<b>Plantilla Item No. :</b>	28
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Doctor of Dental Medicine or Dental Surgery
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Persons with Disabilities Affairs Office (PDAO))
<b>Position Title :</b>	Disability Affairs Officer I
<b>Plantilla Item No. :</b>	58
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Engineering Office (Construction Division Building Section)
<b>Position Title :</b>	Draftsman III
<b>Plantilla Item No. :</b>	33
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Draftsman (MC 10, s. 2013 - Cat. II)
<b>Education :</b>	Completion of two years studies in college or High School Graduate with relevant vocational/trade course
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Pollution Management Section)
<b>Position Title :</b>	Environmental Management Specialist II
<b>Plantilla Item No. :</b>	23
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Watershed Management Division Regulation and Protection Section)
<b>Position Title :</b>	Environmental Management Specialist II
<b>Plantilla Item No. :</b>	34
<b>Salary/Job/Pay Grade :</b>	15
<b>Monthly Salary :</b>	Php 36,619.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023



**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Watershed Management Division Conservation and Rehabilitation Section)
<b>Position Title :</b>	Farm Worker II
<b>Plantilla Item No. :</b>	32
<b>Salary/Job/Pay Grade :</b>	4
<b>Monthly Salary :</b>	Php 15,586.00
<b>Eligibility :</b>	None required (MC 10, s. 2013 - Cat. III)
<b>Education :</b>	Elementary School Graduate
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Health Education and Promotion Division)
<b>Position Title :</b>	Health Education and Promotion Officer III
<b>Plantilla Item No. :</b>	3
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Administrator's Office (Management Information System Division Systems Development Section)
<b>Position Title :</b>	Information Systems Analyst I
<b>Plantilla Item No. :</b>	9
<b>Salary/Job/Pay Grade :</b>	12
<b>Monthly Salary :</b>	Php 29,165.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Administrator's Office (Management Information System Division Systems Development Section)
<b>Position Title :</b>	Information Systems Analyst I
<b>Plantilla Item No. :</b>	8
<b>Salary/Job/Pay Grade :</b>	12
<b>Monthly Salary :</b>	Php 29,165.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Veterinary Office (Meat Inspection Services Division Ante-Mortem Section)
<b>Position Title :</b>	Livestock Inspector I
<b>Plantilla Item No. :</b>	22
<b>Salary/Job/Pay Grade :</b>	6
<b>Monthly Salary :</b>	Php 17,553.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Veterinary Office (Animal Health and Production Division Animal Health Section)
<b>Position Title :</b>	Livestock Inspector II
<b>Plantilla Item No. :</b>	11
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Veterinary Office (Animal Health and Production Division Animal Production Section Small Animals Unit)
<b>Position Title :</b>	Livestock Inspector II
<b>Plantilla Item No. :</b>	15
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Veterinary Office (Animal Welfare and Contagious Disease Division Animal Welfare Rescue and Birth Control Section)
<b>Position Title :</b>	Livestock Inspector II
<b>Plantilla Item No. :</b>	7
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Training and Logistics Division Logistics Section)
<b>Position Title :</b>	Local Disaster Risk Reduction and Management Assistant
<b>Plantilla Item No. :</b>	7
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience on DRRM
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Training and Logistics Division Training Section)
<b>Position Title :</b>	Local Disaster Risk Reduction and Management Assistant
<b>Plantilla Item No. :</b>	8
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience on DRRM
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Training and Logistics Division Training Section)
<b>Position Title :</b>	Local Disaster Risk Reduction and Management Assistant
<b>Plantilla Item No. :</b>	8
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience on DRRM
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Research and Planning Division Planning Section)
<b>Position Title :</b>	Local Disaster Risk Reduction and Management Assistant
<b>Plantilla Item No. :</b>	5
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience on DRRM
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Public Employment Services Division Technical Education and Skills Development Section)
<b>Position Title :</b>	Manpower Development Officer I
<b>Plantilla Item No. :</b>	60
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Enterprise Management Division Market Section)
<b>Position Title :</b>	Market Supervisor I
<b>Plantilla Item No. :</b>	26
<b>Salary/Job/Pay Grade :</b>	10
<b>Monthly Salary :</b>	Php 23,176.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Enterprise Management Division Market Section)
<b>Position Title :</b>	Market Supervisor I
<b>Plantilla Item No. :</b>	26
<b>Salary/Job/Pay Grade :</b>	10
<b>Monthly Salary :</b>	Php 23,176.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Veterinary Office (Meat Inspection Services Division Post Meat Establishment Control Section)
<b>Position Title :</b>	Meat Control Officer II
<b>Plantilla Item No. :</b>	29
<b>Salary/Job/Pay Grade :</b>	16
<b>Monthly Salary :</b>	Php 39,672.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Doctor of Veterinary Medicine
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Veterinary Office (Meat Inspection Services Division Post-Mortem Section)
<b>Position Title :</b>	Meat Inspector III
<b>Plantilla Item No. :</b>	25
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Midwife III
<b>Plantilla Item No. :</b>	42
<b>Salary/Job/Pay Grade :</b>	13
<b>Monthly Salary :</b>	Php 31,320.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Completion of the Midwifery Course
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Midwife III
<b>Plantilla Item No. :</b>	40
<b>Salary/Job/Pay Grade :</b>	13
<b>Monthly Salary :</b>	Php 31,320.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Completion of the Midwifery Course
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Midwife III
<b>Plantilla Item No. :</b>	38
<b>Salary/Job/Pay Grade :</b>	13
<b>Monthly Salary :</b>	Php 31,320.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Completion of the Midwifery Course
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Midwife III
<b>Plantilla Item No. :</b>	41
<b>Salary/Job/Pay Grade :</b>	13
<b>Monthly Salary :</b>	Php 31,320.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Completion of the Midwifery Course
<b>Training :</b>	8 hours relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Nurse III
<b>Plantilla Item No. :</b>	32
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Communicable Diseases Division Respiratory Section)
<b>Position Title :</b>	Nurse III
<b>Plantilla Item No. :</b>	19
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Nurse III
<b>Plantilla Item No. :</b>	32
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Disaster Risk Reduction and Management Office (Operations and Warning Division Emergency Medical Services Section)
<b>Position Title :</b>	Nurse III
<b>Plantilla Item No. :</b>	13
<b>Salary/Job/Pay Grade :</b>	17
<b>Monthly Salary :</b>	Php 43,030.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Nurse IV
<b>Plantilla Item No. :</b>	31
<b>Salary/Job/Pay Grade :</b>	19
<b>Monthly Salary :</b>	Php 51,357.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Non-Communicable Diseases Division Maternal Child Health/Reproductive Health Section)
<b>Position Title :</b>	Nurse IV
<b>Plantilla Item No. :</b>	31
<b>Salary/Job/Pay Grade :</b>	19
<b>Monthly Salary :</b>	Php 51,357.00
<b>Eligibility :</b>	RA 1080
<b>Education :</b>	Bachelor of Science in Nursing
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Planning and Development Office (Planning Information Management and Monitoring and Evaluation Division Monitoring and Evaluation Section)
<b>Position Title :</b>	Project Evaluation Officer I
<b>Plantilla Item No. :</b>	14
<b>Salary/Job/Pay Grade :</b>	11
<b>Monthly Salary :</b>	Php 27,000.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023



**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Treasurer's Office (Revenue Generation Division Collection Section Real Property Unit)
<b>Position Title :</b>	Revenue Collection Clerk II
<b>Plantilla Item No. :</b>	18
<b>Salary/Job/Pay Grade :</b>	7
<b>Monthly Salary :</b>	Php 18,620.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	None required
<b>Work Experience :</b>	None required
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Revenue Division Collection Section)
<b>Position Title :</b>	Revenue Collection Clerk III
<b>Plantilla Item No. :</b>	20
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Revenue Division Collection Section)
<b>Position Title :</b>	Revenue Collection Clerk III
<b>Plantilla Item No. :</b>	20
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Revenue Division Collection Section)
<b>Position Title :</b>	Revenue Collection Clerk III
<b>Plantilla Item No. :</b>	17
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Treasurer's Office (Revenue Generation Division Collection Section Real Property Unit)
<b>Position Title :</b>	Revenue Collection Clerk III
<b>Plantilla Item No. :</b>	16
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Economic Enterprise Development and Management Office (Revenue Division Collection Section)
<b>Position Title :</b>	Revenue Collection Clerk III
<b>Plantilla Item No. :</b>	17
<b>Salary/Job/Pay Grade :</b>	9
<b>Monthly Salary :</b>	Php 21,211.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Health Office (Forensic Environmental Sanitation Division Environmental Sanitation Section)
<b>Position Title :</b>	Sanitation Inspector VI
<b>Plantilla Item No. :</b>	12
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	24 hours of relevant training
<b>Work Experience :</b>	4 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City Health Office (Forensic Environmental Sanitation Division Environmental Sanitation Section)
<b>Position Title :</b>	Sanitation Inspector VI
<b>Plantilla Item No. :</b>	12
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	24 hours of relevant training
<b>Work Experience :</b>	4 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Watershed Management Division Conservation and Rehabilitation Section)
<b>Position Title :</b>	Senior Environmental Management Specialist
<b>Plantilla Item No. :</b>	26
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Watershed Management Division Regulation and Protection Section)
<b>Position Title :</b>	Senior Environmental Management Specialist
<b>Plantilla Item No. :</b>	33
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Pollution Management Section)
<b>Position Title :</b>	Senior Environmental Management Specialist
<b>Plantilla Item No. :</b>	22
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Solid Waste Management Section)
<b>Position Title :</b>	Senior Environmental Management Specialist
<b>Plantilla Item No. :</b>	7
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023



**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Environment and Natural Resources Office (Environmental Management Division Solid Waste Management Section)
<b>Position Title :</b>	Senior Environmental Management Specialist
<b>Plantilla Item No. :</b>	7
<b>Salary/Job/Pay Grade :</b>	18
<b>Monthly Salary :</b>	Php 46,725.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	8 hours of relevant training
<b>Work Experience :</b>	2 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Social Welfare and Development Office (Socio Economic Services Division Family and Special Groups Section)
<b>Position Title :</b>	Social Welfare Assistant
<b>Plantilla Item No. :</b>	33
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :**    October 21, 2023

<b>Place of Assignment :</b>	City Mayor's Office (Senior Citizen Affairs Division)
<b>Position Title :</b>	Social Welfare Assistant
<b>Plantilla Item No. :</b>	61
<b>Salary/Job/Pay Grade :</b>	8
<b>Monthly Salary :</b>	Php 19,744.00
<b>Eligibility :</b>	Career Service (Subprofessional) First Level Eligibility
<b>Education :</b>	Completion of two years studies in college
<b>Training :</b>	4 hours of relevant training
<b>Work Experience :</b>	1 year of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Budget Office (Special Budget Operations Division)
<b>Position Title :</b>	Supervising Administrative Officer (Budget Officer IV)
<b>Plantilla Item No. :</b>	17
<b>Salary/Job/Pay Grade :</b>	22
<b>Monthly Salary :</b>	Php 71,511.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree relevant to the job
<b>Training :</b>	16 hours of relevant training
<b>Work Experience :</b>	3 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023

<b>Place of Assignment :</b>	City Treasurer's Office (Cash Division)
<b>Position Title :</b>	Supervising Administrative Officer (Cashier IV)
<b>Plantilla Item No. :</b>	21
<b>Salary/Job/Pay Grade :</b>	22
<b>Monthly Salary :</b>	Php 71,511.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	16 hours of relevant training
<b>Work Experience :</b>	3 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023



<b>Place of Assignment :</b>	City General Services Office (Records, Property and Inventory Division)
<b>Position Title :</b>	Supervising Administrative Officer (Records Officer IV)
<b>Plantilla Item No. :</b>	4
<b>Salary/Job/Pay Grade :</b>	22
<b>Monthly Salary :</b>	Php 71,511.00
<b>Eligibility :</b>	Career Service (Professional) Second Level Eligibility
<b>Education :</b>	Bachelor's degree
<b>Training :</b>	16 hours of relevant training
<b>Work Experience :</b>	3 years of relevant experience
<b>Competency :</b>	None

**Instructions/Remarks :**

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 21, 2023.

**Documents:**

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:

MAGNOLIA O. IMPROGO

**CGDH I (HRMO)**

LGU-MALAYBALAY CITY

<https://bit.ly/CGMrecruitmentandselection>

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

**Posting Date :** October 06, 2023

**Closing Date :** October 21, 2023