



Republic of the Philippines  
**MUNICIPALITY OF BALIWAG**  
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC  
FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MUNICIPALITY OF BALIWAG in the CSC website:

*Em*  
**ESTHER V. CABIGAO**  
HRMO

Date: 21-Jan-20


No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Asst. Department Head I	2	22	60,180.00	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Professional (Second Level Eligibility)		MEEM
2	Local Assessment Operations Officer I	5	11	20,084.00	Bachelor's Degree	None Required	None Required	Professional (Second Level Eligibility)		Assessor's Office
3	Draftsman I	7	6	13,972.00	Completion of 2 years studies in College or High School Graduate with relevant vocational / trade course	None Required	None Required	First Level Eligibility(Sub- Professional) Draftsman or Illustrator (MC. 10 s. 2013 - Cat.II)		Assessor's Office
4	Cemetery Caretaker	1	2	11,132.00	Must be able to read and write	None Required	None Required	None Required		Cemetery Services
5	Local DRRM Assistant	3	8	15,755.00	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Sub-Professional (First Level Eligibility)		MDRRMO

6	Nutritionist - Dietitian I	9	11	20,084.00	Bachelor's Degree major in Nutrition, Dietetics or Community Nutrition	None Required	None Required	RA 1080		Nutrition Office
7	Midwife III	16	13	26,754.00	Completion of Midwifery Course	8 hours of relevant training	2 years of relevant experience	RA 1080		RHU
8	Midwife II	14	11	22,316.00	Completion of Midwifery Course	4 hours of relevant training	1 year of relevant experience	RA 1080		RHU
9	Sanitation Inspector I	15	6	15,524.00	Completion of two years studies in college	None Required	None Required	Sub-Professional (First Level Eligibility)		RHU
10	Local Revenue Collection Officer I	3	11	20,084.00	Bachelor's Degree	None Required	None Required	Professional (Second Level Eligibility)		Treasurer's Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **February 5, 2020**.

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:

  
**REVA JANE G. DILIG**  
 Administrative Assistant I  
 B.S. Aquino Ave. Bagong Nayon, Baliwag, Bulacan  
[hrmo@baliwag.gov.ph](mailto:hrmo@baliwag.gov.ph)

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