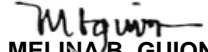


Republic of the Philippines
SILAY CITY LOCAL GOVERNMENT UNIT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Silay City Local Government Unit in the CSC website:


MELINA B. GUION
Officer-in-Charge, HRMO

Date: March 3, 2025

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	Social Welfare Officer I	DS-04	11	25,661.00	Bachelor's Degree in Social Work	None Required	None Required	RA 1080 (Social Worker)		City Social Welfare & Development Office, Silay City, Neg. Occ.
2	Administrative Assistant II (Accounting Clerk III)	CA-09	8	18,481.00	Completion of two years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub Professional		City Accounting Office, Silay City, Neg. Occ.
3	Traffic Aide I	PN-12	3	13,739.00	High School Graduate	None Required	None Required	None Required		Philippine National Police, Silay City, Neg. Occ.
4	Engineer I	OB-27	12	27,635.00	Bachelor's Degree in Engineering relevant to the Job	None Required	None Required	RA 1080		Office of the City Building Official, Silay City, Neg. Occ.
5	Administrative Officer II	OB-02	11	25,661.00	Bachelor's Degree relevant to the Job	None Required	None Required	CS-Professional		Office of the City Building Official, Silay City, Neg. Occ.
6	Engineer III (Agricultural & Biosystems)	DA-03	19	48,486.00	Bachelor's Degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours relevant Training	2 years relevant Experience	RA 1080 (Agricultural and Biosystems Engineer)		City Agriculture Office, Silay City, Neg. Occ.
7	Engineer II (Agricultural & Biosystems)	DA-04	16	36,454.00	Bachelor's Degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 hours relevant Training	1 year relevant Experience	RA 1080 (Agricultural and Biosystems Engineer)		City Agriculture Office, Silay City, Neg. Occ.
8	Agricultural Technologist	DA-06	10	21,943.00	Bachelor's Degree relevant to the Job	None Required	None Required	CS-Professional		City Agriculture Office, Silay City, Neg. Occ.
9	Agricultural Technologist	DA-07	10	21,943.00	Bachelor's Degree relevant to the Job	None Required	None Required	CS-Professional		City Agriculture Office, Silay City, Neg. Occ.
10	Meat Inspector II	CV-12	8	18,481.00	Completion of two years studies in College	4 hours relevant Training	1 year relevant Experience	CS-Sub Professional		Office of the City Veterinarian, Silay City, Neg. Occ.
11	Handicraft Worker III	PE-15	8	18,481.00	Elementary School Graduate	4 hours relevant Training	1 year relevant Experience	None Required (MC 10,s.2013 - Cat. III)		Public Employment Service Office, Silay City, Neg. Occ.
12	Handicraft Worker I	PE-17	3	13,739.00	Elementary School Graduate	None Required	None Required	None Required		Public Employment Service Office, Silay City, Neg. Occ.
13	Assessment Clerk II	CAS-12	6	16,430.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Assessor's Office, Silay City, Neg. Occ.
14	Administrative Aide VI (Buyer II)	GS-14	6	16,430.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		General Services Office, Silay City, Neg. Occ.
15	Administrative Aide VI (Cash Clerk II)	CT-40	6	16,430.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.
16	Local Treasury Operations Officer IV	CT-11	22	67,352.00	Bachelor's Degree	16 hours relevant Training	3 years relevant Experience	CS-Professional		City Treasurer's Office, Silay City, Neg. Occ.
17	Revenue Collection Clerk II	CT-25	7	17,429.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Treasurer's Office, Silay City, Neg. Occ.

18	Administrative Aide VI (Storekeeper II)	CE-09	6	16,430.00	Completion of two years studies in College	None Required	None Required	CS-Sub Professional		City Engineer's Office, Silay City, Neg. Occ.
19	Engineer II	CE-21	16	37,454.00	Bachelor's Degree in Engineering relevant to the Job	4 hours relevant Training	1 year relevant Experience	RA 1080		City Engineer's Office, Silay City, Neg. Occ.
	-Nothing Follows-									

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 **March 21, 2025.**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of authenticated certificate of eligibility/rating/license; and
4. Photocopy of authenticated Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MS. MELINA B. GUION
Officer-in-Charge, HRMO
2nd Flr. City Hall Bldg., Silay City Hall, Zamora St., Silay City
silaycitygovernment_hrmp@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.