

Republic of the Philippines  
Roxas City Government  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Roxas City Government in the CSC website:

  
**ANGEL ALAN B. CELINO**  
City Mayor

Date: June 13, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
01	Medical Officer V	16	22	634140	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	City Health Office
02	Medical Technologist I	85	11	217932	Bachelor's degree in Medical Technology or Bachelor of Science in Public Health	None Required	None Required	RA 1080	N/A	City Health Office
03	Administrative Aide IV (Reproduction Machine Operator II)	10	04	136884	Elementary School Graduate	None Required	None Required	None Required (MC II, S.96-Cat.III)	N/A	City Accountant's Office
04	Metro Aide 1	01	02	120960	Must be able to read and write	None Required	None Required	None Required (MC II, S.96-Cat.III)	N/A	City Veterinarian's Office-Slaughterhouse Operation
05	Pound Keeper 1	11	03	128676	Elementary School Graduate	None Required	None Required	None Required (MC II, S.96-Cat.III)	N/A	City Veterinarian's Office
06	Administrative Aide II (Messenger)	14	02	120960	Elementary School Graduate	None Required	None Required	None Required (MC II, S.96-Cat.III)	N/A	City Population 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 July 06, 2018.

We also welcome Persons With Disability (PWD) and Members of Indigenous Communities and those from any Sexual Orientation and Gender Identities (SOGI) to the above-named vacancies.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

**ANGEL ALAN B. CELINO**  
City Mayor  
Roxas City Government  
[roxas.city@yahoo.com](mailto:roxas.city@yahoo.com)

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