

If you are **PROACTIVE, PROFESSIONALLY PRESENTED PERSON** and want to be a part of **MULTI-AWARDED Local Government Unit in ISABELA** this could be your next long term role.

Join us on a journey towards God-loving, empowered citizens, and vibrant community led by responsive and transparent leaders.



## PLANTILLA POSITIONS

### MGO DELFIN ALBANO (MAGSAYSAY), ISABELA

1. LOCAL LEGISLATIVE STAFF EMPLOYEE II, Plantilla Item No. 3.9

<b>MONTHLY SALARY</b> (SG 4-1)	Php 14,588.00
<b>Other Benefits/Incentives</b> <i>(Entitlement is subject to existing Guidelines, Rules, and Regulations)</i>	<ul style="list-style-type: none"><li>➤ Php 2,000.00 – Monthly Personal Economic Relief Allowance</li><li>➤ Php 14,588.00 – Mid-Year Bonus</li><li>➤ Php 14,588.00 – Year-End Bonus</li><li>➤ Php 6,000.00 – Clothing Allowance</li><li>➤ Php 5,000.00 – Cash Gift</li></ul>
<b>EDUCATION</b>	ELEMENTARY SCHOOL GRADUATE
<b>TRAINING</b>	NONE REQUIRED
<b>EXPERIENCE</b>	NONE REQUIRED
<b>ELIGIBILITY</b>	MC 10 s. 2013 Cat. III
<b>PLACE OF ASSIGNMENT</b>	OFFICE OF THE SB SECRETARY

2. LABOR & EMPLOYMENT OFFICER III, Plantilla Item No. 1.41

<b>MONTHLY SALARY</b> (SG 16-1)	Php 37,454.00
<b>Other Benefits/Incentives</b> <i>(Entitlement is subject to existing Guidelines, Rules, and Regulations)</i>	<ul style="list-style-type: none"><li>➤ Php 2,000.00 – Monthly Personal Economic Relief Allowance</li><li>➤ Php 37,454.00 – Mid-Year Bonus</li><li>➤ Php 37,454.00 – Year-End Bonus</li><li>➤ Php 6,000.00 – Clothing Allowance</li><li>➤ Php 5,000.00 – Cash Gift</li></ul>
<b>EDUCATION</b>	BACHELOR’S DEGREE PREFERABLY IN ANY OF THE FOLLOWING: OPERATIONS MANAGEMENT (OM); HUMAN RESOURCE MANAGEMENT (HRM); HUMAN RESOURCE DEVELOPMENT (HRD); AND / OR ALLIED FIELDS
<b>TRAINING</b>	4 HOURS OF RELEVANT TRAINING ON EMPLOYMENT FACILITATION
<b>EXPERIENCE</b>	1 YEAR OF EXPERIENCE IN PROGRAM MANAGEMENT RELATIVE TO EMPLOYMENT FACILITATION
<b>ELIGIBILITY</b>	Career Service (Professional) Second Level Eligibility
<b>PLACE OF ASSIGNMENT</b>	OFFICE OF THE MAYOR

3. DEVELOPMENT MANAGEMENT OFFICER II, Plantilla Item No. 4.5

MONTHLY SALARY (SG 15-1)	Php 34,572.00
Other Benefits/Incentives (Entitlement is subject to existing Guidelines, Rules, and Regulations)	<div>➤ Php 2,000.00 – Monthly Personal Economic Relief Allowance</div> <div>➤ Php 34,572.00 – Mid-Year Bonus</div> <div>➤ Php 34,572.00 – Year-End Bonus</div> <div>➤ Php 6,000.00 – Clothing Allowance</div> <div>➤ Php 5,000.00 – Cash Gift</div>
EDUCATION	Bachelor’s degree relevant to the job
TRAINING	4 HOURS OF RELEVANT TRAINING
EXPERIENCE	1 YEAR OF RELEVANT EXPERIENCE
ELIGIBILITY	Career Service (Professional) Second Level Eligibility
PLACE OF ASSIGNMENT	MUNICIPAL PLANNING & DEVELOPMENT OFFICE

Interested and qualified applicants should signify their interest in writing, Attach the following documents to the application letter and send the address below not later than **June 12, 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](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:

  
**HON. ARNOLD EDWARD P. CO**  
Municipal Mayor

  
**THOMAS A. PUA JR.**  
Municipal Vice Mayor

[delfinalbano\\_gc@yahoo.com](mailto:delfinalbano_gc@yahoo.com) / [mhrmo.delfinalbano@gmail.com](mailto:mhrmo.delfinalbano@gmail.com)

The Municipal Human Resource Management Office is equipped with **HUMAN RESOURCE MANAGEMENT SYSTEM (HRIS)** wherein applicants must register to <https://www.mhrmo-delfinalbano.com>.

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

EEOP Statement: All Interested and qualified individual, regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation are encouraged to apply.