

**Republic of the Philippines
LOCAL GOVERNMENT UNIT OF BANTOC
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 Local Government Unit of Bantoc in the CSC website:


JOEDDIE MAE T. CUATON

Administrative Officer IV (HRMO II)

Date: November 20, 2018

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.(s)	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE I (LABORER I)	15	01	7,883.00	Must be able to read to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III)	N/A	Office of the Municipal Mayor
2	AGRICULTURAL TECHNOLOGIST	80,81,82	10	14,039.00	Bachelor's Degree in Agriculture (General Course) or Bachelor of Science in Agriculture with relevant field of specialization	None required	None required	RA 1080 (Agriculturist, Agricultural Engineer)	N/A	Municipal Agricultural Services 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 _____.

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 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:

JOEDDIE MAE T. CUATON

 Admin. Officer IV (HRMO II)

 LGU Bantoc, Poblacion, Bantoc, So. Leyte

joeddietibon@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.