

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 Isabel in the CSC website:

SATURNINO M. MEDINA, JR.

Mayor

Date: September 22, 202[illegible]

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 October 7, 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;
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.
5. Photocopy of certificates of trainings and previous employment/experience, if any.

We encourage individuals regardless of gender, civil status, disability, ethnicity, religion and political affiliation to apply. **QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

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

SATURNINO M. MEDINA, JR.

Mayor

Local Government Unit of Isabel, Leyte

Thru: MA. JACKELYN D. CERILLO

Chief Administrative Officer (HRMO V)

Local Government Unit of Isabel, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.