

Republic of the Philippines  
MUNICIPALITY OF BABATNGON  
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 MUNICIPALITY OF BABATNGON in the CSC website:

ATTY. LITO E. ODON  
HRMO

Date: February 2, 2020

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 Assistant	49	8	13,129.00	Two years in College	4 hours of relevant training	1 year experience	CSC Sub-proof		MSWDO

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 **FEBRUARY 15, 2021**.

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 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:

ATTY. LITO E. ODON

HRMO V

Human Resource Management Office

LGU Babatngon, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.