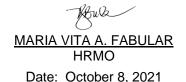
## Republic of the Philippines *MGO BATO, LEYTE* Request for Publication of Vacant Positions

## To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which is authorized to be filled, at the MGO BATO, LEYTE in the CSC website:



Salary/ **Qualification Standards** Position Title Plantilla Job/ Monthly Place of (Parenthetical Title, if No. Competency Assignment Item No. Pay Salary Eligibility Education Training Experience applicable) (if applicable) Grade None required Municipal Hall, Administrative Aide I Must be able to 1 132 1 9.026 None required None required (MC 11, s. 96 -NA read and write (Laborer I) Bato, Leyte Cat. III)

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 25, 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;

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.

The Local Government Unit of Bato encourages all interested and qualified applicants, including Persons With Disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender to apply.

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

## MARIA VITA A. FABULAR

Human Resource Management Officer

LGU-Bato, J. Luna Street, Bato, Leyte

mariavitaafabular@yahoo.com

## APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.