

Electronic copy to be submitted to the
CSC FO
must be in MS Excel format

**Republic of the Philippines
Local Government Unit of Bato, Leyte
Request for Publication of Vacant Positions**

To: CIVIL SERVICE COMMISSION (CSC)

I hereby request the publication of vacant position, which is authorized to be filled, at the Local Government Unit of Bato in the CSC website:



MARIA VITA A. FABULAR

HRMO

Date: March 31, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Construction and Maintenance Foreman	29	8/1	P 13,129.00	High School Graduate	4 hours of relevant training	1 year of relevant experience	None Required (MC II, s.96 - Cat. III)		LGU Bato, Leyte
	nothing follows									

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 and should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than April 19, 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.

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.