


**Republic of the Philippines**  
**Municipal Government of Balayan**  
**Request for Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of the Municipal Government of Balayan in the CSC website:

  
**EMMANUEL SALVADOR P. FRONDA II**  
(Head of Agency)  
Date: July 25, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Engineer	2018-205	24	600,388.00	Bachelor's Degree in Civil Engineering	3 years experience in the practice of Engineering	None required	RA 1080		Office of the Municipal Engineer

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 August 8, 2018

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 present position for one (1) year (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:

Hon. EMMANUEL SALVADOR P. FRONDA II  
Office of the Municipal Mayor  
Municipal Government of Balayan  
Plaza Rizal, Balayan, Batangas

or

Dr. GERARDO M. CREAG  
Office of the Municipal Administrator  
Municipal Government of Balayan  
Plaza Rizal, Balayan, Batangas

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**