



LAGOS STATE GOVERNMENT

CIVIL SERVICE COMMISSION

The Secretariat,
Obafemi Awolowo Way,
Ikeja, Lagos, Nigeria.
P. M. B. 21291, Ikeja.

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Ref. No.....CH6/1159

Date.....17TH October, 2011

SHITTU, LATEEF ABOLORE MR.

27, Nosiru Atuwon Street,
Eyita Estate, Ikorodu Lagos.

OFFER OF APPOINTMENT ON PROBATION

I am pleased to refer to your application for employment and subsequent interview by the Commission and hereby offer you appointment on probation as **HIGHER TECHNICAL OFFICER (COMPUTER)**, Grade Level **GL 08**, step 1 on salary **N655,383.96k** per annum.

2. Your monthly Salary is **N54,615.33k** and you are entitled to **30** working days annual leave.
3. Incremental credit will be awarded to you annually. Yearly increment will be granted provided your service in all respects has been entirely satisfactory throughout an increment earning period. Your incremental date will be the date of your appointment on probation advanced to the first of the month concerned.
4. Your duties shall include the usual duties of the office in which you are engaged and any other suitable duties which government may call upon you to perform. You will not either directly or indirectly engage or be concerned in any other service or business whatsoever or receive Commission or profits of any kind but shall devote the whole of your time and attention to the service of the Government. You will comply with the Civil Service Rules and other instructions of the Government for the time being in force in so far as the same are applicable to officers of your grade.
5. Government can at its discretion determine your appointment by giving you a month's salary in lieu of notice. You will be entitled at anytime to determine your appointment by giving the Government one month's notice or paying one month's salary in lieu of notice and complying with the terms of any agreement you might have entered into with Government or any of its accredited representatives.

6. There is also provision for a few days special leave in case of urgent matters. If you are certified by Government Medical Officers as unable to attend work because of illness, you may be granted sick leave up to a maximum of six weeks in a year.

7. Government cannot accept responsibility for providing you with housing accommodation but should you be provided with one, you will be required to pay rent at the prevailing rate. You will also be required to comply with the Civil Service Rules and other instructions relating to the occupation of Government Quarters.

8. The validity of this appointment is subject to the following conditions:-

(a) that satisfactory report on you must be received from your former Employer(s) or Institution(s)

Within 90 days from the date of the offer of appointment.

(b) that before you assume duty you are requested to present yourself for examination to a Government Medical Officer who must have certified you medically fit for Government Service.

9. In the event of your accepting this offer, it would be appreciated if you could let me know how soon you would report to the Permanent Secretary, Public Service Office for further posting instruction.

10. By standard practice, persons offered appointment are required to assume duty within the stipulated time and in the absence of satisfactory reason(s) for being unable to assume duty, offer of appointment will lapse.


Eniola Yonwuren (Mrs.)
Permanent Secretary