

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

Republic of the Philippines
LAND TRANSPORTATION OFFICE
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 LAND TRANSPORTATION OFFICE in the CSC website:


KATHERINE C. DY

Administrative Officer V (HRMO III)

Date: March 21, 2024

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	Administrative Aide IV (Clerk II)	OSEC-DOTrB-ADA4-482-2017	4	15586	Completion of two years studies in college	None required	None required	Career Service (Sub-Professional) First Level Eligibility	N/A	Calbayog District Office, Calbayog City
2	Administrative Officer I (Supply Officer I)	OSEC-DOTrB-ADOF1-214-2017	10	23176	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Catarman District Office, Catarman, Northern Samar

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 April 5, 2024.

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.

5. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

ATTY. LEDWINO R. MACARIOLA

REGIONAL DIRECTOR

Government Center, Candahug, Palo, Leyte

lto8hr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.