



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the **DEPARTMENT OF PUBLIC WORKS & HIGHWAYS**
in the CSC website:


NENITA A. CERENA
HRMO

Date: February 9, 2022

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 VI (Clerk III)	OSEC- DPWHB- ADA6- 540041-2012	6	16, 877	Completion of two (2) years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Northern Samar 2nd DEO (Republication)

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 February 21, 2022.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) with attached Work Experience Sheet which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last two (2) rating periods** (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Certificate of Employment or Service Record; and
5. Photocopy of Transcript of Records.

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

CHARLITO S. CARLOBOS

OIC District Engineer

Northern Samar II District Engineering Office, Laoang, Northern Samar

carlobos.charlito@dpwh.gov

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.