



Department of Public Works and Highways  
REGIONAL OFFICE VIII  
Baras, Palo, Leyte  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)  
LEYTE FIELD OFFICE  
Government Center, Palo, Leyte

This is to request the publication of the following vacant positions of DPWH Regional Office VIII in the CSC website:

*Nenita A. Cerena*  
NENITA A. CERENA

Administrative Officer V  
Chief, Human Resource Management Section

Date: 22 NOV 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Attorney IV	OSEC-DPWHB-ATY4-540046-2012	SG-23 (P 65,604.00)	Bachelor of Laws	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080	n/a	Legal Division

*Nothing follows*

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 02 DEC 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. Individual Performance and Commitment Form for the last rating period;
3. Authenticated copy of certificate of eligibility/rating/license;
4. Photocopy of Diploma and Transcript of Records;
5. Certificate of Employment/ Service Record; and
5. Seminar/ Training Certificates.

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

**NERIE D. BUENO, CESO IV**

Regional Director, DPWH Regional Office VIII  
Baras, Palo, Leyte

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