

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
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 DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS in the CSC website:

~~JOEL S. DE VEYRA~~

HRMO

Date: 31-Mar-23

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 Officer V (Human Resource Management Officer III)	OSEC-DPWHB-ADOF5-540041-2012	18	46725	Bachelor's degree	Two (2) years of relevant experience	Eight (8) hours of relevant training	Career Service (Professional) Second Level Eligibility	N/A	DPWH Regional Office VIII
2	Administrative Officer II (Human Resource Management Officer I)	OSEC-DPWHB-ADOF2-540030-2012	11	27000	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	DPWH Regional Office VIII

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 10, 2023.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last two rating periods** (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records.
5. Certificate of Employment or Service Record;
6. Photocopy of training certificates; and
7. 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:

EDGAR B. TABACON, CESO IV

Regional Director

DPWH Regional Office VIII, Baras, Palo, Leyte

applications.dpwhro8@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.