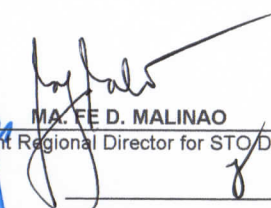


Republic of the Philippines  
DEPARTMENT OF AGRARIAN REFORM  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DEPARTMENT OF AGRARIAN REFORM in the CSC website:

  
MA. FE D. MALINAO  
Assistant Regional Director for STO Division

Date: \_\_\_\_\_

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Senior Agrarian Reform Program Technologist	SARPT-31-1998	14	Php29,277.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility		Eastern Samar
2	Legal Assistant II	LEA2-63-2014	12	Php24,495.00	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of relevant training to legal work, such as legal ethics, legal research and writing, or legal procedure	none required	Career Service (Professional)/ Second Level Eligibility		Eastern Samar
3	Agrarian Reform Program Technologist	ARPT-1199-1998	10	Php20,219.00	Bachelor's Degree relevant to the job	none required	none required	Career Service (Professional)/ Second Level Eligibility		Eastern Samar
4	Agrarian Reform Program Technologist	ARPT-610-2014	10	Php20,219.00	Bachelor's Degree relevant to the job	none required	none required	Career Service (Professional)/ Second Level Eligibility		Leyte
5	Administrative Aide IV	ADA4-137-2014	4	Php13,807.00	High School Graduate or Completion of relevant vocational/trade course	none required	none required	MC 11, Category 4 (Professional Driver's License)		Eastern Samar

Interested and qualified applicants should signify their interest in writing. Please attach the following documents to the application letter and send to the address below not later than \_\_\_\_\_.

1. Fully accomplished and notarized 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. Certified True Copy of Certificate of eligibility/rating/license;
3. Certified True Copy of Diploma and Transcript of Records, and if applicable, Certificate of units acquired;
4. Certified True Copy of Certificate of Employment of previous and current employment (if applicable);
5. Certified True Copy of Performance rating in the present position for the 1st semester of CY 2019 (if applicable); and
6. Certified True Copy/Photocopy of Certificates of Trainings and Outstanding Awards (if applicable).

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

STEPHEN M. LEONIDAS, CESO III  
Regional Director  
DAR, Regional Office VIII  
Sto Niño Extension, Tacloban City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.