



Republic of the Philippines
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:

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NENITA A. CERENA
Highest Ranking HRMO

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Engineer II	OSEC-DPWHB-ENG2-540044-2012	SG-16	Bachelor's degree in Engineering relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080 (Mechanical Engineer)		Samar 2nd DEO (Republication only)
2	Administrative Assistant III (Senior Bookkeeper)	OSEC-DPWHB-ADAS3-540026-2012	SG-09	Completion of two years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Samar 2nd DEO (Republication only)
3	Administrative Officer IV (HRMO II)	OSEC-DPWHB-ADOF4-540024-2012	SG-15	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Leyte 2nd DEO (Republication only)
4	Laboratory Technician I	OSEC-DPWHB-LABT1-540012-2012	SG-06	Completion of two years studies in college	None required	None required	Laboratory Technician (MC 11, s. 96- Cat II as amended by MC No. 10, s. 2013)		Leyte 2nd DEO (Republication only)
5	Laboratory Technician II	OSEC-DPWHB-LABT2-540006-2019	SG-08	Completion of two years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Laboratory Technician (MC 11, s. 96- Cat II as amended by MC No. 10, s. 2013)		Leyte 3rd DEO (Republication only)
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 February 22, 2021.

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. Individual Performance and Commitment Form for the last two (2) rating periods;
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 III
Regional Director, DPWH Regional Office VIII
Baras, Palo, Leyte