



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

Administrative Officer V

HRM Section, Administrative Division

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Geologist II	OSEC-DPWHB-GEOL2-540162-2012	SG-15	Bachelor of Science in Geology or Bachelor of Science/ Arts major in Geology	Four (4) hours relevant training	One (1) year relevant experience	RA 1080		Planning and Design Division, DPWH RO VIII (Republication only)
2	Administrative Officer III (Records Officer II)	OSEC-DPWHB-ADOF3-540034-2012	SG-14	Bachelor's degree relevant to the job	Four (4) hours relevant training	One (1) year relevant experience	Career Service Professional (2nd Level Eligibility)		Samar 2nd DEO (Republication only)
<i>Nothing follows</i>									

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below.

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 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

Regional Director, DPWH Regional Office VIII

Baras, Palo, Leyte

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.