

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:


RYLAH MARIE E. TORING
HRMO

Date: September 05, 2022

| 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 | Engineer II (Civil Engineer) | OSEC-DPWHB-ENG-713-1998 | 16 | 38150 | Bachelor's degree in Engineering relevant to the position | None required | None required | RA 1080 | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 2 | Administrative Officer V | OSEC-DPWHB-ADOF5-540034-2012 | 18 | 45203 | Bachelor's degree | Eight (8) hrs of relevant training | Two (2) years of relevant experience | Career Service (Professional) Second Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 3 | Administrative Officer II (HRMO I) | OSEC-DPWHB-ADOF2-11-2015 | 11 | 25439 | Bachelor's degree | None required | None required | Career Service (Professional) Second Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 4 | Administrative Officer I (Supply Officer I) | OSEC-DPWHB-ADOF1-540012-2022 | 10 | 22190 | Bachelor's degree | None required | None required | Career Service (Professional) Second Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 5 | Administrative Assistant I (Computer Operator I) | OSEC-DPWHB-ADAS1-540016-2022 | 7 | 17899 | Completion of two (2) years studies in College or High School Grad. With relevant vocational/trade course | Four (4) hrs of relevant training | One (1) yr. relevant experience | Career Service (Subprofessional), Data Encoder (MC 11, s.96-Cat.I) First Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 6 | Administrative Assistant I (Computer Operator I) | OSEC-DPWHB-ADAS1-540017-2022 | 7 | 17899 | Completion of two (2) years studies in College or High School Grad. With relevant vocational/trade course | Four (4) hrs of relevant training | One (1) yr. relevant experience | Career Service (Subprofessional), Data Encoder (MC 11, s.96-Cat.I) First Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |

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|----|---|----------------------------------|---|-------|---|--------------------------------------|------------------------------------|--|-----|---|
| 7 | Administrative Assistant I (Computer Operator I) | OSEC-DPWHB- ADAS1-540018-2022 | 7 | 17899 | Completion of two (2) years studies in College or High School Grad. With relevant vocational/trade course | Four (4) hrs of relevant training | One (1) yr. relevant experience | Career Service (Subprofessional), Data Encoder (MC 11, s.96-Cat.I) First Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 8 | Laboratory Technician II | OSEC-DPWHB- LABT2-43-1998 | 8 | 18998 | Completion of two (2) years in Studies in College | Four (4) hrs of relevant training | One (1) yr. relevant experience | Career Service (Subprofessional), Laboratory Technician (MC 11, s.96-Cat.II) First Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 9 | Engineering Assistant II (Draftsman II) | OSEC-DPWHB- ENGAS-540013-2022 | 8 | 18998 | Completion of two (2) years studies in College or High School Grad. With relevant vocational/trade course | Four (4) hrs of relevant training | One (1) yr. relevant experience | Career Service (Subprofessional), Draftsman or Illustrator (MC 11, s.96-Cat.I) First Level Eligibility | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 10 | Administrative Aide VI (Mechanic II) | OSEC-DPWHB-ADA6- 540017-2022 | 6 | 16877 | High School Grad. Or Completion of relevant vocational/trade course | None required | None required | Mechanic (MC 11, s.96-Cat.I) | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 11 | Construction & Maintenance Capataz | OSEC-DPWHB-CMCZ 540018-2022 | 5 | 15909 | Elementary School Grad. | None required | None required | None required (MC 11,s.96-Cat. III) | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |
| 12 | Heavy Equipment Operator I | OSEC-DPWHB-HEO1- 540019-2022 | 4 | 14993 | High School Grad. Or Completion of relevant vocational/trade course | None required | None required | Heavy Equipment Operator (MC 11, s.96- Cat.I) | n/a | DPWH Leyte 5th DEO, Baybay City, Leyte |

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 September 15, 2022.

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. Performance rating **in the last two (2) rating periods** (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Certificate of Employment or Service Record; and
5. Photocopy of Transcript of Records.
6. 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 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:

EUSEBIO T. CULAS

 District Engineer

 DPWH-Leyte 5th District Engineering Office

dpwh5thled@gmail.com or toringrme@dpwh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.