CS Form No. 9

Revised 2018

## 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 DPWH Leyte 5th District Engineering Office in the CSC website.

CHARLITO Administrative Officer V

Administrative Off April 27, 2021

Date:

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Officer III (Cashier II)	OSEC-DPWHB-ADOF3-540048-2012	SG-14	Php 30,799.00	Bachelor's degree	1 year of relevant experience	4 hours of relevant training	CS Professional Second Level Eligibility	n/a	DPWH-5th District Engineering Office

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 May 07, 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. Performance rating in the present position for one (1) year (if applicable);

3. Photocopy of certificate of eligibility/rating/license; and

4. Photocopy of Transcript of Records.

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

EUSEBIO T. CULAS
District Engineer
Brgy. Hipusngo, Baybay City, Leyte
culas.eusebio@dpwh.gov.ph or toring.rylah@dpwh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Electronic copy to be submitted to the CSC FO must be in MS Excel format CS Form No. 9

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1	Engineer II	OSEC-DPWHB-ENG2-712-1998	SG-16	Php 36,628.00	Bachelor's degree in Engineering relevant to the job	1 year of relevant experience	4 hours of relevant training	RA 1080	n/a	DPWH-5th District Engineering Office
2	Engineering Assistant	OSEC-DPWHB-ENGAS-540035-2012	SG-08		Completion of two years in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility	n/a	DPWH-5th District Engineering Office

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