Republic of the Philippines DPWH-BILIRAN DISTRICT ENGINEERING OFFICE Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO
must be in MS Excel format
RECLIVED

DATE

CIVIL SERVICE COMMISSION
BILIRAN Prov't Field Office

Naval, Biliran

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the vacant position of DPWH-BILIRAN DISTRICT ENGINEERING OFFICE in the C\$C website:

District Engineer (I)

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Date:

03-03-2020

Г			Plantilla	Salary/	Monthly	Qualification Standards					Place of
	No.	Position Title	Item No.	Job/ Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
	1	ACCOUNTANT III	OSEC-DPWHB- A3-26-1998	19	46,791.00	Bachelor's degree in Commerce/ Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080		Naval, Biliran

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 **March 18, 2020.**

- 1. Two (2) Updated Personal Data Sheets with recent 2x2 ID picture
- 2. Two (2) certified Photo copies of Individual Performance Commitment and Review (IPCR) for the last two (2) rating periods (January to December 2019) with justification for "Outstanding" Performance Rating, if applicable.
- 3. Two (2) copies of Seminars/Trainings attended (original)
- 4. Two (2) authenticated copies of Board Rating/PRC ID
- 5. Two (2) authenticated copies Diploma, Special Order and Transcript of Record
- 6. Others (memo, assignments, certificate of recognition, etc.)
- 7. Passed the DPWH Computer Proficiency Examination (CPE)

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

DAVID P. ADONGAY, JR., D. Pub. Admin.

District Engineer

DPWH-Biliran District Engineering Office Brgy. Calumpang, Naval, Biliran

dpwh.bdeo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.